

6-7 EDWARD VII.

SESSIONAL PAPER No. 31

A. 1907

REPORT

OF THE

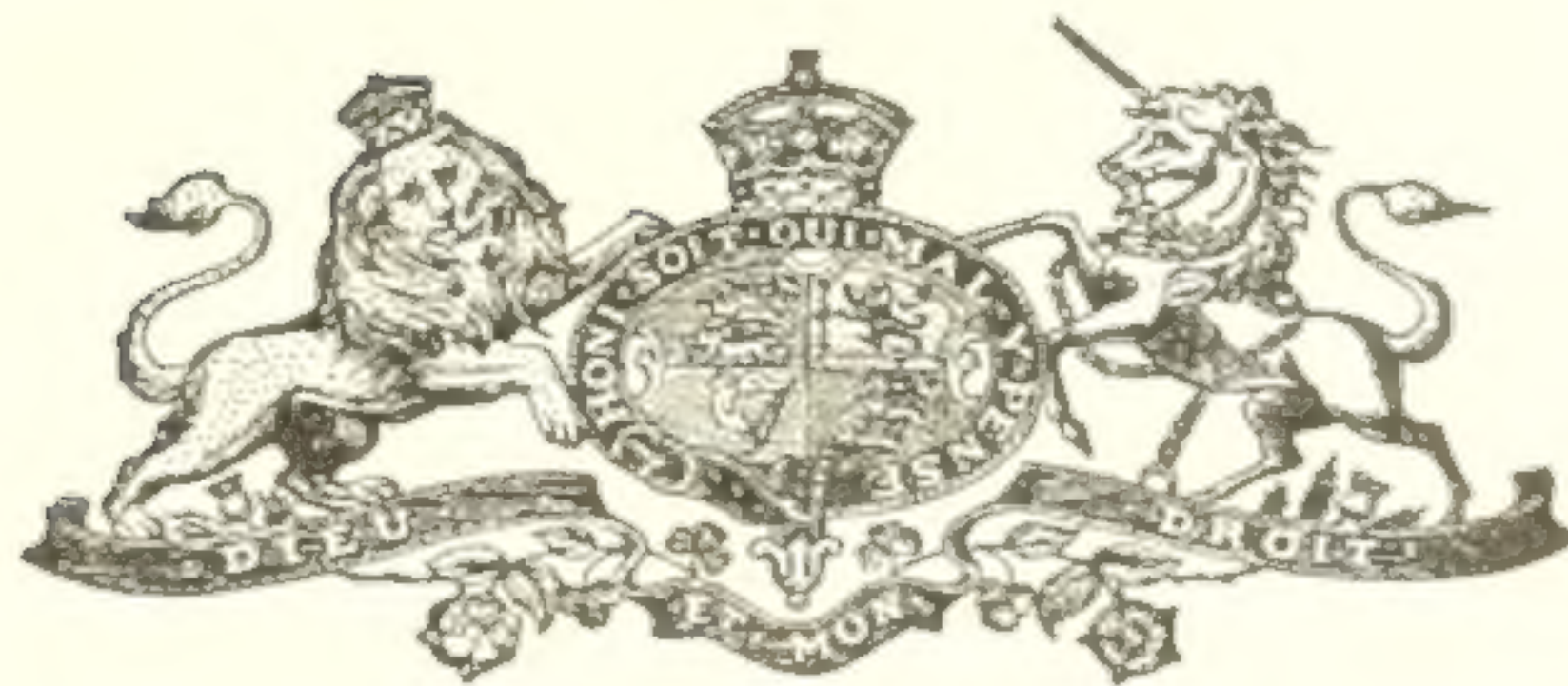
BOARD OF CIVIL SERVICE EXAMINERS

FOR THE

YEAR ENDED DECEMBER 31

1906

PRINTED BY ORDER OF PARLIAMENT



OTTAWA

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EXCELLENT MAJESTY

1907

[No. 31—1907.]

IN A COURT

BOARD OF CITY SERVICE EXAMINERS

THE CITY OF NEW YORK

IN SENATE

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REPORT
OF THE
BOARD OF CIVIL SERVICE EXAMINERS
FOR THE
YEAR ENDED DECEMBER 31, 1906.

The undersigned, constituting the Board of Civil Service Examiners for the Dominion of Canada, have the honour to report that during the year ended December 31, 1906, they held, or caused to be held, the Promotion and Entrance Examinations prescribed by 'The Civil Service Act.'

Accompanying this report will be found the following appendices, viz.:—

1. Civil Service Act.
2. Regulations governing the Board.
3. Statements giving particulars of attendance at promotion and entrance examinations.
4. Copy of papers set at the promotion examination.
5. Copy of papers set at the preliminary examination.
6. Copy of papers set at the qualifying examination.
7. Copy of papers set for optional subjects.
8. List of candidates who were successful in passing the preliminary or lower grade examination.
9. List of candidates who were successful in passing the qualifying or higher grade examination.
10. List of candidates who succeeded in options, specifying the subject or subjects in which they passed.
11. List of graduates of Canadian universities who have exhibited their diplomas to the Board, and who in consequence are qualified for employment in the public service without examination.

GENERAL PROMOTION EXAMINATION.

The general promotion examination for the employees of the Civil Service, the Excise Branch of the Department of Inland Revenue excepted for the reasons hereinafter set forth, was this year held on Tuesday, the 15th of May, and the following day, at Hamilton, Winnipeg and Ottawa. Candidates presented themselves from the following departments, viz.: Auditor General, Finance Department, Public Works, Agriculture, Printing and Stationery, Interior, Railways and Canals, Indian Affairs, Justice, Trade and Commerce, Customs, Militia and Defence, and Post Office.

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The conditions as regards the promotion examination remain substantially as they were, when in its last report the Board considered it necessary to refer in detail to the numerous anomalies which are to be found in the regulations governing such examinations. The importance of having a uniform set of regulations in that regard is each year becoming more manifest, and the Board hopes that during the ensuing year steps will be taken to remedy the defects to which attention has been called in its previous reports.

As there appears to be some doubt as to percentages necessary to qualify for the different grades of clerkships, it may not be amiss to give the particulars herein, which are as follows:—

From Third-Class to Junior Second, a subject percentage of 30 and an aggregate percentage of 50.

From Junior Second to Second, a subject percentage of 35 and an aggregate percentage of 55.

From Second to First, a subject percentage of 40 and an aggregate percentage of 60.

From First-Class to Chief, a subject percentage of 50 and an aggregate percentage of 70.

Another point, which has arisen during the past year, and with regard to which there exists considerable doubt, and in some quarters a very wide divergence of opinion, is whether temporary clerks are eligible for admission to the promotion examination. In the opinion of the Board, the promotion examination is open only to those appointed to the service and not to those 'employed' as is the case with temporary clerks, and it would assist the Board very materially if deputy heads would make a note of this fact in order that, in furnishing the lists of candidates entitled to present themselves for this examination, the names of temporary employees are not included.

Still another point which has come up during the year, and upon which the Board has been asked for an answer, is whether graduates of universities are eligible for junior second-class clerkships without passing the promotion examination. There can be no doubt that, under section 72 of the Civil Service Act, graduates of the Royal Military College and of Canadian universities are eligible for appointment as junior second-class clerks without examination, but if first appointed to the third-class the provisions of the Act relating to promotion would then apply, and such official would be required to pass the promotion examination.

In consequence of the change made in the fiscal year, it becomes necessary, in order that promotions to take effect from the 1st of April may not be delayed, owing to officials not having passed the required examination, to change the time for holding the regular promotion examination. The Civil Service Act (section 23) provides that this examination shall be held during the month of May, and for the reason above stated the Board recommends that the time be changed to the month of February, and that such amendment to the Act as may be necessary in this connection be made at the present session of Parliament.

While on the subject of amendments to the Civil Service Act, the Board is reminded that another change is necessary in order to remove any doubt that may exist as to the legality of special examinations as now held. The Civil Service Act provides that, in the case of the regular promotion examination, one month's previous notice

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must be given in the *Canada Gazette*, and there is nothing in the Act to show that the same formality is not necessary in the case of special examinations. It is, of course, absurd to suppose, where an examination is ordered for a particular person to which no one except the official named in the order in council can be admitted, that one month's notice should be given of such examination, and as this view has prevailed, no such notice has been given in past cases. As, however, the Act is not at all clear that such is not necessary, the Board would respectfully recommend that a definite provision making such notice unnecessary should be inserted in the Act.

The Board is called upon to report only one change which was made in the regulations during the past year, and that was in the curriculum of subjects for candidates from the Finance Department, who are now examined in two subjects only, arithmetic and 'Duties of Office,' instead of five as was previously necessary.

The attendance at this examination, and the results thereof will be found in tabulated form in later pages.

SPECIAL PROMOTION EXAMINATIONS.

In addition to the regular May promotion examination, five special examinations were held under authority of orders in council, passed in pursuance of section 22, chapter 9, 3 Edward VII. In four cases, the examination was confined to the single subject 'Duties of Offices,' and in the other case, the subjects prescribed were Orthography and 'Duties of Office.' The attention of the government is respectfully invited to the observations on this subject contained in the last annual report of the Board, in the hope that some action may be taken at an early date which will bring about a more satisfactory system of examinations than at present exists.

EXCISE PROMOTION EXAMINATION.

As has been explained in previous reports of the Board, the general promotion examination held in the month of May is invariably adjourned for the purpose of permitting the examination to be resumed, at a later period in the year, to meet the case of the employees of the Excise Branch of the Department of Inland Revenue who are unable to absent themselves from their duties during the month of May. Accordingly, an excise promotion examination may be held annually outside the month of May, but it seldom happens that the requirements of the department render it necessary to hold an examination oftener than every other year.

This year the examination was held on the 23rd of October and four following days at Montreal, Hamilton, Winnipeg, Vancouver and St. John, the Board being represented by one of its members at Montreal, and at Hamilton by one of its sub-examiners. At the three remaining centres, owing to the fact that the attendance was confined to one or two candidates, the examination was conducted by the District Inspectors of Inland Revenue. The papers at this examination being of an altogether special and technical character, it is customary to have associated with the presiding examiner at centres where the Board is represented by sub-examiners, an officer of the Department of Inland Revenue, in order that the candidates may be afforded such assistance as is necessary to enable them to thoroughly comprehend the problems submitted to them.

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The answer papers, without the names of the candidates, are submitted to experts of the Department of Inland Revenue, who report the results to the Board, by whom in turn, they are communicated to the Secretary of State, with the name prefixed.

The questions treated by the candidates at the Excise Promotion Examination are not printed in the report of the Board for the reason that, being necessarily very much alike each year, their publication would enable intending candidates to prepare answers in advance, or have them prepared by more competent men. This consideration has commended itself to the Board, and in consequence, the papers in question are not now printed in its annual reports.

The attendance at and the result of the Excise Promotion Examination will be found in a subjoined table.

ENTRANCE EXAMINATIONS.

The undersigned have the honour to report that personally on the usual days in November last at Montreal and Toronto, and by sub-examiners at Charlottetown, Halifax, St. John, Quebec, Kingston, Hamilton, London, Port Arthur, Windsor, Sault Ste. Marie, Winnipeg, Regina, Edmonton, Calgary, Vancouver, Victoria and Nelson, the preliminary and qualifying examinations prescribed by the statute for entrance into the public service were held.

It having been represented to the Board by the Deputy Postmaster General that an unusually large number of railway mail clerks were required to present themselves for the Civil Service Entrance Examinations this year, but that it was impossible, without detriment to the postal service, to allow all those desiring to do so to present themselves unless the entrance examinations were held on two different dates during the month of November. In order, therefore, to afford an equal opportunity to all such employees to present themselves for such examination, it was decided, in addition to the dates fixed for the other examination, namely, Tuesday, 15th November, that the entrance examinations should be held at Winnipeg and at all points west thereof on Tuesday, the 6th November. It was decided also, in order to provide against a possible lack of accommodation, owing to the two Houses of Parliament not being available, as in former years, to hold the examinations this year at the city of Ottawa, on the date specified, namely, the 6th of November.

The Board wishes respectfully to call attention to the fact that, under the Civil Service Act, as recently revised, what is called the 'Qualifying Examination' is now held to apply to third-class clerkships only. This is, beyond doubt, as it should be; the Board is strongly of opinion that the 'Qualifying Examination' so called, being really of a very elementary character, should never have enabled a candidate to qualify for any class higher than the lowest grade of clerkship.

But the Board does not wish to rest upon this mere approval of 'a new departure' in itself eminently desirable. The members of the Board are in accord in suggesting that a higher test of examination be created and applied to those who desire to qualify for junior second-class clerkships. The present alternative title of the 'Qualifying Examination,' namely, 'Higher Grade Examination,' might, with propriety, be given to the proposed test of fitness. Nor would the creation of this 'Higher Grade Examination' complicate matters unduly if it be borne in mind that the subjects of examination need not be different from those already prescribed for the 'Qualifying

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Examination'; the standard of percentages required, both in every subject and in the whole group of subjects should, however, of course, be considerably higher. The Board respectfully suggests that amendments necessary in this regard to the Civil Service Act should be made at the present session of Parliament.

The Deputy Postmaster General having called the attention of the Board to the difficulties which the present qualifying examination places in the way of his securing suitable men for the railway mail service, owing to the fact that, when compelled to undergo examination, they find themselves blocked in subjects which have not now, nor are likely to have in the future any practical bearing upon the work which they are called upon to perform. This question having been carefully looked into and considered by the Board in all its bearings, they strongly recommend the creation of a special examination for railway mail clerks only, the same to consist of tests in penmanship, orthography, arithmetic (first four rules, fractions and simple interest), and geography. A subject percentage of 40 and a group or aggregate percentage of 60 should be exacted as necessary to pass.

As Parliament now assembles in the autumn—in November—and as the Board is thus deprived in that month of the accommodation supplied by the chambers of the Senate and House of Commons, an accommodation needed for the great number of candidates offering themselves at this centre, the suggestion is respectfully made that the date of the Civil Service Entrance Examinations be changed to October, as such change is desirable for other reasons, notably to enable the members of the Board to examine the papers and have the results published in good time before the close of the year, a thing now often difficult of accomplishment without needless stress and strain.

The Board feels strongly, moreover, that the remuneration of the sub-examiners who preside at the different 'centres' of examination throughout the Dominion of Canada should be increased to ten dollars per diem; their work is of a highly responsible kind in having to conduct the Civil Service Entrance Examinations with decorum, to safeguard the secrecy of the papers, and to repress all abuses such as personation, copying, borrowing, and so on, and because of this, the Board is also strongly of opinion that only men of professional standing should be appointed as sub-examiners in this regard.

In conclusion, the Board feels that it is almost a work of supererogation to emphasize the necessity—in the best interests of the public service and, therefore, of the country—of rigidly keeping up the standards of examination and of insisting that every employee of the government, whether temporary or permanent, should be subjected to some form of examination as a test of fitness for employment. Doubtless any system and every system of examination is not perfect, no matter how carefully devised and how well safeguarded; but experience has not yet discovered any better or more effective way of securing some uniformity of efficiency in those desiring to serve the state in the various departments of the public service. The Board, indeed, would gladly take a step further in advance, and inaugurate, if clothed with authority in that regard, a system of competitive entrance examinations into the Civil Service; but it is feared that the time for this is not yet ripe in the Dominion.

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IRREGULARITIES, &C.

One change was made during the year in the regulations relating to cases of copying at Civil Service examinations. It has been decided that candidates convicted of copying or allowing their papers to be copied shall have their examination cancelled, but will not be debarred from again presenting themselves for examination should they desire to do so. This change was agreed to and sanctioned by order in council upon the report of the Secretary of State, who readily acquiesced in the Board's decision.

APPLICATION FOR RE-EXAMINATION OF PAPERS BY UNSUCCESSFUL CANDIDATES.

The Board desires to call attention to the rapidly growing practice on the part of unsuccessful candidates of asking for a review of one or more, and in many cases, of all their papers. For some years the Board refused to entertain applications for re-examination of papers, on the ground that the greatest possible care was exercised in doing the work in the first instance and that the decision then arrived at was final. Latterly, however, exceptions were made, under pressure from influential persons, and as it has now become generally understood that applications of this character are considered, there are very few unsuccessful candidates who do not apply to have their papers re-examined. Inasmuch as compliance with these numerous requests entails a large amount of additional labour on the part of the Examiners and their secretary, the Board is of opinion that a regulation should be adopted providing that unsuccessful candidates may have their papers re-examined on payment of a fee of two dollars, which in the event of their appeal being sustained, either wholly or in part, shall be returned to them, otherwise the amount to be deposited to the credit of the Receiver General. The Board would respectfully ask that such a regulation be made in time to take effect before the date of the next entrance examinations.

SUB-EXAMINERS.

The Board have again pleasure in reporting that the staff of sub-examiners continue to give every satisfaction in the performance of their duties.

The staff of sub-examiners in connection with the Board is as follows:—

Charlottetown, Ewen Stewart, Inspector of Public Schools.

Halifax, M. Matthew N. Doyle, Barrister-at-law.

Saint John, W. S. Carter.

Quebec, Stanislas Lachance.

Kingston, W. H. Godwin.

Hamilton, W. T. Evans, Advocate.

London, George Duncan.

Windsor, J. H. Dempster.

Port Arthur, J. M. Morgan.

Sault Ste. Marie, James Bassingthwaighte.

Winnipeg, The Venerable Archdeacon Fortin.

Regina, R. D. McMurchy.

Edmonton, William Rea.

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Calgary, Stanley Jones.
Vancouver, T. S. Baxter.
Victoria, Reverend Dr. Campbell.
Nelson, Dr. E. C. Arthur.

FEES.

The fees received from the candidates at the Promotion Examination in May, and deposited to the credit of the Receiver General, amounted to \$212.

The fees received from the candidates at the Excise Promotion Examination in October, and deposited to the credit of the Receiver General, amounted to \$66.

Th fees received from the candidates at Special Promotion Examination, and deposited to the credit of the Receiver General, amounted to \$18.

The fees received from the candidates at the Entrance Examinations in November, and deposited to the credit of the Receiver General, amounted to \$2,937.

Candidates at the Promotion Examination numbered 106; at the Excise Examination, 33; at Special Promotion Examination, 9, and at the Entrance Examination, 939.

All of which is respectfully submitted.

JNO. THORBURN, M.A., LL.D.,
Chairman.

J. C. GLASHAN, LL.D., F.R.S.C.
A. D. DECELLES, LL.D., F.R.S.C.

WM. FORAN,
Secretary.

APPENDICES.

1. The Civil Service Act.
2. Regulations governing the Board.
3. Statements giving particulars of attendance at promotion, entrance, special and excise examinations.
4. Copy of papers used at special and regular promotion examinations.
5. Copy of papers used at the preliminary entrance examination, 6th November.
6. Copies of the qualifying examination papers, 7th November.
7. Copies of papers used at the preliminary examination, 13th November.
8. Copies of the qualifying examination papers, 14th November.
9. Copies of the option papers used at both examinations.
10. List of the candidates who were successful in passing the preliminary or lower grade examination.
11. List of the candidates who were successful in passing the qualifying or higher grade examination.
12. List of the candidates who succeeded in options, specifying the subject or subjects in which they passed.
13. List of graduates of Canadian universities who have exhibited their diplomas to the Board, and who, in consequence are qualified for employment in the public service without examination.

APPENDIX 1

An Act respecting the Civil Service of Canada.

SHORT TITLE.

1. This Act may be cited as the Civil Service Act. R.S., Short title. c. 17, s. 1.

INTERPRETATION.

2. In this Act, unless the context otherwise requires,— Definitions.

- (a) 'head of the department' means the minister of the Crown for the time being presiding over the department;
- (b) 'deputy,' 'deputy head,' or 'deputy head of the department,' means the deputy of the minister of the Crown presiding over the department, and the Clerk of the Privy Council; and includes also the Auditor General, in all cases in which such meaning is not inconsistent with his powers and duties under the Consolidated Revenue and Audit Act;
- (c) 'Board' means the examiners appointed for the purposes of this Act. R.S., c. 17, s. 2; 3 E. VII., c. 9, s. 1.

CONSTITUTION.

3. The Civil Service for the purposes of this Act includes Of whom the Civil Service shall consist and consists of all classes of officers, clerks and employees, elsewhere than in the provinces of Saskatchewan and Alberta and in the Northwest Territories and the Yukon Territory, in or under the several departments of the Executive Government of Canada and in the office of the Auditor General, included in schedules A and B to this Act, appointed by the Governor in Council or other competent authority before the first day of July, one thousand eight hundred and eighty-two, or thereafter appointed or employed in the manner provided by the Civil Service Act for the time being in force; and also includes,—

- (a) such officers, clerks or employees in the lower grades as are determined by order in council; and,
- (b) such officers, clerks and employees in the provinces of Saskatchewan and Alberta and in the Northwest Territories and the Yukon Territory, holding positions which if held in other parts of Canada would bring them under the provisions of this Act, as the Governor in Council brings under the provisions hereof.

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Exception. 2. The Civil Service shall not, however, include nor shall this Act apply to any of the officers or employees to whom by the provisions of the Post Office Act that Act instead of the Civil Service Act is intended to apply. R.S., c. 17, s. 3; sch. B.; 2 E. VII.; c. 28, s. 1.

Two
divisions.
Inside
division.

4. The service shall be divided into two divisions, namely:—
(a) The first or inside departmental division which shall comprise officers, clerks and employees of those classes mentioned in schedule A, employed on the several departmental staffs at Ottawa, and in the office of the Auditor General; and,

Outside
division.

(b) The second or outside departmental division which shall comprise officers, clerks, and employees of those classes mentioned in schedule B, and the other officers, clerks and employees included in the Civil Service who are employed otherwise than on the departmental staffs at Ottawa. R.S., c. 17, s. 4.

Regulations. 5. The Governor in Council may, from time to time, make general rules and regulations, not inconsistent with the provisions of this Act, respecting the appointments and promotions of the officers, clerks and employees in the Civil Service and all other matters pertaining thereto. R.S., c. 17, s. 5.

Governor in
Council to
determine
number of
officers, etc.

6. The Governor in Council shall, from time to time, determine the number of officers, clerks of the several classes and grades, messengers and other employees who are required for the working of the several departments in each division of the Civil Service, but the collective amount of the salaries of each department shall, in no case, exceed that provided for by vote of Parliament for that purpose.

If the
actual num-
ber exceeds
that allowed.

2. If the number of officers, clerks, and employees then attached to any department in either division thereof is greater than the number allowed to the department, as herein provided, the Governor in Council shall name the persons to fill the several offices; and the remainder shall be supernumerary clerks, ineligible for increase of salary, of that class respectively in which they rank, and shall so remain until promoted in the manner herein provided or until severed from the service. R.S., c. 17, s. 6.

BOARD OF EXAMINERS.

Examiners. 7. Three examiners shall, from time to time, be appointed by the Governor in Council, who, for the purposes of this Act, shall be known as the Board; and they shall examine all candidates for admission to the Civil Service, and give certificates of qualification to such persons as are found qualified, according to such regulations as are authorized by the Governor in Council for the guidance of the Board.

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2. The Governor in Council may appoint a person who ^{Clerk.} shall be clerk to the Board, at a salary not exceeding seven hundred dollars per annum.

3. Each member of the Board shall receive such salary, ^{Salary of} not exceeding four hundred dollars per annum, as is fixed ^{members.} by the Governor in Council.

4. The members of the Board, while engaged in their work, ^{Travelling} shall be paid such travelling expenses as are determined by the ^{expenses.} Governor in Council.

5. Such persons as are selected by the Board to assist it ^{Pay of} in the conduct of examinations shall receive such sum, not ^{assistants.} exceeding five dollars a day, as is fixed by the Governor in Council.

6. The meetings of the Board shall be held at such times, ^{Meetings.} and the proceedings thereof shall be governed by such rules and regulations as the Governor in Council, from time to time, determines.

7. The Board shall be supervised by the Secretary of State. ^{Supervision.} R.S., c. 17, s. 8; 52 V., c. 12, s. 1.

8. The Board may obtain the assistance of persons who ^{Who may be} have had experience in the education of the youth of Canada, ^{appointed as} and with such assistance shall hold, or cause to be held, period- ^{assistants} ical examinations for admission to the Civil Service, at such times and places as shall be determined, from time to time, by the Governor in Council.

2. Examinations shall, as far as possible, be in writing, and ^{Examina-} the cost thereof shall be defrayed out of moneys previously ^{tions in} voted by Parliament for that purpose. R.S., c. 17, s. 9. ^{writing.}

9. Whenever the Board is satisfied that any irregularity or ^{Proceedings} fraudulent practice has obtained at any examination held by ^{in case of} it or by any person deputed by it, the Board may summon ^{irregularity} before it by an instrument signed by the chairman or acting ^{at examina-} chairman of the Board, and may examine under oath or affirma- ^{tion.} tion, any person who, in its opinion, is in a position to give evidence in relation to such irregularity or fraudulent practice. 58-59 V., c. 14, s. 1.

10. If the person so summoned does not appear at the time ^{Refusal to} and place appointed by such instrument, the chairman or acting ^{appear as} chairman of the Board shall be vested with all the powers con- ^{witness.} ferred upon a justice of the peace by the Criminal Code, in the case of a person to whom a summons has been directed, requiring such person to appear before such justice at a time and place therein mentioned to give evidence respecting a charge of an indictable offence, and who does not appear in obedience thereto. 58-59 V., c. 14, s. 1.

11. Whenever any person appearing in obedience to any ^{Punish-} such instrument, or by virtue of a warrant issued under the ^{ment of} persons re-

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fusing to
answer.

last preceding section, refuses to be sworn, or having been sworn refuses to answer such questions as are put to him, or refuses or neglects to produce any documents which he is required to produce, without in any such case offering any just excuse for such refusal or neglect, the chairman or acting chairman of the Board shall, as to such person, be vested with all the powers, as to process and punishment in respect to witnesses, conferred in like cases upon a justice of the peace by the Criminal Code. 58-59 V., c. 14, s. 1.

Oath how ad-
ministered.

12. Every oath or affirmation required for the purpose of such inquiry may be administered by any member of the Board. 51 V., c. 12, s. 2.

Report to
Secretary of
State.

13. If any person is proved upon such inquiry to have been concerned in any fraudulent practice, or to have been guilty of any breach of the regulations made by the Governor in Council with respect to any examination held under the authority of this Act, the Board shall report the same to the Secretary of State, who may thereupon cause such person's name to be removed from the list of persons who are found qualified. 51 V., c. 12, s. 2.

Disqualifica-
tion.

Personation
at examina-
tion.

14. Every person who, at any examination held under this Act, personates any candidate or employs, induces or allows any person to personate him, is guilty of an offence against this Act, and liable, on summary conviction, to imprisonment for a term not exceeding six months, or to a fine not exceeding two hundred dollars, and, if he is employed in the Civil Service, to be dismissed therefrom. 51 V., c. 12, s. 2.

Procuring
or furnishing
examina-
tion question
paper.

15. Every person who surreptitiously procures from any printer or other person, and every person who, without authority, furnishes to any other person any examination question paper or any other paper relating to any such examination as aforesaid, is guilty of an offence against this Act, and liable, on summary conviction, to imprisonment, with or without hard labour, for a term not exceeding six months, or to a fine not exceeding two hundred dollars, and, if he is employed in the Civil Service, to be dismissed therefrom.

Disqualified.

2. No such person shall be allowed to present himself at any subsequent examination. 51 V., c. 12, s. 2.

EXAMINATIONS.

No appoint-
ment with-
out examina-
tion.

16. Except as herein otherwise provided no person shall be appointed to or employed in either division of the Civil Service unless the person so appointed or employed has passed the examination hereinafter required in order to qualify him for such appointment or employment. R.S., c. 17, s. 29.

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17. It shall be necessary to pass the first or preliminary examination in order to qualify for the following appointments or employments:— Preliminary examination.

Messenger;

Porter;

Sorter;

Packer;

Tidewaiter;

Assistant inspector of weights and measures; and,

Such other appointments or employments in the lower grades as are determined by the Governor in Council. R.S., c. 17, s. 29; 58-59 V., c. 15, ss. 4 and 8.

18. It shall be necessary to pass the second or qualifying examination in order to qualify for the following appointments or employments:— Qualifying examination.

Third-class clerkships in the first division;

Third-class clerkships and the offices of landing waiters and lockers in the second division for Customs service;

Third-class excisemen and stenographers or typewriters in the second division of the Inland Revenue service;

Third-class clerkships, railway mail clerkships and the offices in the second division for Post Office service; and,

Temporary clerks or writers in either division. R.S., c. 17, s. 29; 51 V., c. 12, s. 14; 58-59 V., c. 15, ss. 4 and 8; 63-64 V., c. 14, s. 3; 3 E. VII., c. 9, ss. 15 and 26.

19. Candidates may pass both the preliminary and qualifying examinations at their option. R.S., c. 17, s. 29. Both examinations passed at option.

20. No person shall be admitted either to the preliminary or qualifying examination until he has satisfied the Board,— Candidates for admission.

(a) that at the time appointed for such examination he will, if the examination is for an appointment which the passing of the preliminary examination is sufficient to qualify for, be of the full age of fifteen years, and, in other cases, be of the full age of eighteen years; and, if for the inside departmental division, that his age will not then be more than thirty-five years; Age.

(b) that he is free from any physical defect or disease which would be likely to interfere with the proper discharge of his duties; and, Physique.

(c) that his character is such as to qualify him for employment in the service. R.S., c. 17, s. 30; 58-59 V., c. 15, s. 5. Character.

21. The preliminary and qualifying examinations shall be held only once a year and during the month of November, under such regulations, not inconsistent with this Act, as are from time to time made by the Governor in Council, and published in the English and French languages in the *Canada Gazette*. Times and method.

51 V., c. 12, s. 5.

Promotion
examina-
tions.

22. Except as herein otherwise provided no promotion in either division of the Civil Service shall take place without special examination under regulations made by the Governor in Council. R.S., c. 17, s. 39.

In May.

23. Except as herein otherwise provided promotion examinations shall be held once a year in the month of May and at such other time as is from time to time fixed by the Governor in Council, and shall be in such subjects as are determined from time to time for each department by the Governor in Council, and in such subjects as by report of the deputy head of the department in which the promotion is to be made, concurred in by the head of the department, are submitted to the Board as best adapted to test the fitness of the candidates for the vacant office. 51 V., c. 12, s. 8; 3 E. VII., c. 9, s. 22.

Subjects.

Age.

24. When a vacancy to be filled by promotion exists in the inside division, the examination shall not be open to any person appointed to the outside division who at the date of his first appointment was of a greater age than thirty-five years. R.S., c. 17, s. 39.

Yearly esti-
mate of
probable
vacancies.

25. Once in each year, not later than the fifteenth day of March, the deputy head of each department shall make and lay before the Board through the Department of the Secretary of State estimates of the number of vacancies to which promotions may be made in the first and second divisions respectively of his department during the ensuing year, either by reason of retirement, death, failure of health or other cause, in the respective classes of chief, first-class and second-class clerks.

Limitation.

2. The number so estimated shall be the number with reference to which the examinations for promotion shall be held. R.S., c. 17, s. 40; 51 V., c. 12, s. 9.

To whom ex-
aminations
shall be
open.

26. The examinations shall be open to all persons who comply with the requirements of this Act as to proof of age, health and character, and conform to the regulations made as herein provided, upon payment of such fees as are determined by the Governor in Council. R.S., c. 17, s. 32.

Either
language.

27. All examinations under this Act shall be held in the English or French language, at the option of the candidate. R.S., c. 17, s. 32; 51 V., c. 12, s. 6.

Notice.

28. Notice of every examination, whether for admission into the Civil Service or for promotion therein, shall be published in the English and French languages in the *Canada Gazette* at least one month before the date fixed for the examination, and such notice in the case of promotion examinations shall state the number of promotions expected in each class in each division. R.S., c. 17, ss. 33 and 41; 51 V., c. 12, s. 7.

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29. Immediately after each examination a list of the persons Pass list. who are found qualified shall be made out, and published in the *Canada Gazette*. R.S., c. 17, s. 34.

APPOINTMENTS.

30. Except as herein otherwise provided all appointments Tenure. to the Civil Service shall be during pleasure, and no person shall be appointed to any place below that of a deputy head unless, in addition to passing the requisite examination, he has served the probationary term hereinafter mentioned. R.S., Probationary service. c. 17, s. 10.

31. No person shall be appointed to any place in the first Age limits. or inside departmental division of the Civil Service, other than that of a deputy head, controller of railway mail service or superintendent of railway mail service, on probation or otherwise, whose age exceeds thirty-five years, or who has not attained the full age of eighteen years: Provided that this section shall not render ineligible any officer or employee, not within the said age limits, to be transferred from the outside service to the railway mail service branch. 58-59 V., c. 15, s. 12; 60-61 V., c. 14, s. 1.

32. Whenever it becomes necessary to make any appoint- First ap-ment to any of the classes to which it is herein provided pointments. that first appointments shall only be made after qualifying examination, such necessity shall be reported to the head of the department by his deputy; and upon such report being approved by the head of the department, and after the salary to be paid has been voted by Parliament, the head of the department shall select and submit to the Governor in Council for probation, from the lists of qualified candidates made by the Board, a person fitted for the vacant place. R.S., c. 17, s. 35.

33. The person so selected shall not receive a permanent Probation. appointment until he has served a probationary term of at least six months. R.S., c. 17, s. 35.

34. The head of the department or the deputy head may, Rejection at any time during the period of probation, reject any clerk during pro- or employee appointed to his department. R.S., c. 17, s. 35. bation.

35. No probationary clerk shall remain in any department Report of more than one year, unless, at or before the end of that time, deputy head the deputy head signifies to the head of the department in as to com- writing that the clerk is considered by him competent for the petency. duty of the department. R.S., c. 17, s. 36.

36. If such probationary clerk be rejected, the head of the Further department shall report to the Governor in Council the reasons selections.

for rejecting him, and another clerk shall thereupon be selected in like manner in his stead.

Another trial.

2. The head of the department shall decide whether the name of the person rejected shall be struck off the list as unfit for the service generally, or whether he shall be allowed another trial. R.S., c. 17, s. 36.

Officers requiring special qualifications.

37. When the deputy head of a department in which a vacancy occurs reports, for reasons set forth in such report,—

(a) that the qualifications requisite for such office are wholly or in part professional or technical; and,

(b) that it would be for the public interest that the examination herein provided for should, as regards such vacancy, be wholly or partially dispensed with;

the Governor in Council may, without reference to the age of the person, if the head of the department concurs in such report, select and appoint or promote such person as is deemed best fitted to fill the vacancy, subject to such examination as is suggested in the report. 3 E. VII., c. 9, s. 21.

Exceptions.

38. City postmasters and post office inspectors; inspectors, collectors and preventive officers in the Customs Department; inspectors of weights and measures, and deputy collectors and preventive officers in the Inland Revenue Department, may be appointed without examination and without reference to the rules for promotion herein prescribed. 3 E. VII., c. 9, s. 21.

Three years' experience in outside Customs.

39. Notwithstanding anything in this Act a person who has served over three years as an officer or acting officer in the outside service of the Customs may be appointed an examining officer in such service subject to such examination on the duties of office and other qualifications as is prescribed by the deputy head in a report to be concurred in by the head of the department. 3 E. VII., c. 9, s. 21.

College graduates.

40. Graduates of the Royal Military College, or of any university in Canada, shall be exempt from the qualifying examination. 51 V., c. 12, s. 5.

Vacancy in Auditor General's office.

41. If a vacancy occurs in the office of the Auditor General, the report required as to such vacancy shall be made to the Minister of Finance. R.S., c. 17, s. 38.

Re-entry.

42. Any officer, clerk or employee who has resigned, shall be eligible, without examination, under the authority of an order in council, to re-enter the service, in the class in which he was serving at the time of such resignation, and at the salary which he was then receiving, if funds are available for the payment of his salary. R.S., c. 17, s. 53.

PROMOTIONS.

43. The promotion examination may be dispensed with on Exemptions from examination. a report from the deputy head, concurred in by the head of the department, that such examination is not necessary in the case of the following persons when employed or when seeking promotion in the line of their profession:—

Barristers;

Attorneys;

Military or civil engineers;

Officers of the artillery in the Department of Militia and Defence;

Architects;

Draughtsmen and land surveyors.

2. Such examination may also be so dispensed with in the Special class excisemen. case of special-class excisemen seeking promotion in the Department of Inland Revenue. 51 V., c. 12, s. 8.

44. Railway mail clerks and clerks employed in post offices Railway mail clerks. shall not be required to pass the promotion examination. 60-61 V., c. 26, s. 2; 61 V., c. 20, s. 6.

45. No such examination shall be required for the re-employ- Excisemen. ment or promotion of excisemen who passed the departmental examinations for the special class in the excise service before the first day of July, one thousand eight hundred and eighty-two. R.S., c. 17, s. 39.

46. Except as herein otherwise provided, when any vacancy Selection for vacancies in higher classes. occurs in one of the higher classes, in either division, the head of the department shall select from the list of successful candidates for promotion, the person whom he considers best fitted for the office, having due reference to any special duties incident to such office, to the qualification and fitness shown by the candidates respectively during their examination and to the record of their previous conduct in the service. R.S., c. 17, s. 42; 51 V., c. 12, s. 10.

47. Every promotion so made shall be subject to a probation Probation. of not less than six months.

2. At any time during the first year the head of the depart- In case of rejection. ment may reject the person promoted, or he may be definitely accepted at any time during the second period of six months after his promotion.

3. If the person so selected is rejected he shall then return Return to duties. to the performance of the duties in which he was previously engaged. R.S., c. 17, s. 43.

48. When any clerk who is promoted on probation is Further selection. rejected, the head of the department shall select another in his stead from the candidates whose names still remain on

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the lists of qualified persons made by the Board. R.S., c. 17, s. 44.

Former
duties by
whom per-
formed.

49. During the period for which a clerk is promoted on probation the duties of the office previously held by him shall, if necessary, be performed by a person selected for that purpose by the head of the department. R.S., c. 17, s. 45.

EXCHANGES AND TRANSFERS.

Without
examination.

50. An exchange of positions between two officers serving in different departments, or in different divisions of the same department, and the filling of a vacancy in one department by a transfer from another division of the same department or from another department, may be authorized by the Governor in Council to be made without examination of either officer.

No increase.

2. Such exchange or transfer shall be made without increase of salary of either of the persons exchanging or transferred.

Age.

3. No person shall be transferred from the outside to the inside division, whose age at the date of his first appointment exceeded thirty-five years. R.S., c. 17, s. 46.

DEPUTY MINISTERS.

Office.

51. There shall be a deputy head for each department.

Created by
Parliament.

2. No officer shall hereafter be raised to the rank of deputy head except in the case of a vacancy occurring, or when a new department is created by Act of Parliament. 51 V., c. 12, s. 3.

Appoint-
ment.

52. The deputy heads of departments shall be appointed by the Governor in Council, and shall hold office during pleasure.

Removal,
statement of
reasons.

2. Whenever such pleasure is exercised in the direction of removing a deputy head from his office, a statement of the reasons for so doing shall be laid on the table of both Houses of Parliament within the first fifteen days of the next following session. R.S., c. 17, s. 11.

Salary of
Deputy
Minister of
Justice.

53. The Deputy Minister of Justice may, if at the time of his appointment he is a barrister of at least ten years' standing, be paid a salary beginning on appointment at four thousand five hundred dollars per annum, with an annual increase of one hundred dollars until a maximum salary is reached of five thousand dollars. 3 E. VII., c. 9, ss. 2 and 6.

Salary of
Deputy
Minister of
Finance.

54. The Deputy Minister of Finance may, if at the time of his appointment he has been for at least ten years in the service of one or more of the chartered banks of Canada as general manager or as manager of a branch of such bank or in both capacities, be paid a salary beginning on appointment at four

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thousand five hundred dollars per annum, with an annual increase of one hundred dollars until a maximum salary is reached of five thousand dollars.

2. The salary of the Deputy Minister of Finance holding Present Deputy. office on the twenty-fourth day of October, one thousand nine hundred and three, shall, so long as he remains in office, be five thousand dollars per annum. 3 E. VII., c. 9, ss. 2 and 3.

55. The Deputy Minister of Railways and Canals may, if Salary of Deputy Minister of Railways and Canals. at the time of his appointment he is a civil engineer of at least ten years' standing, be paid a salary beginning on appointment at four thousand five hundred dollars per annum, with an annual increase of one hundred dollars until a maximum salary is reached of five thousand dollars. 3 E. VII., c. 9, s. 2.

56. In all cases not hereinbefore provided for the salary of Salaries of other deputy heads. a deputy head of a department shall on appointment be three thousand five hundred dollars per annum, with an annual increase of one hundred dollars until a maximum salary is reached of four thousand dollars per annum. 3 E. VII., c. 9, ss. 2 and 4.

57. The increases of salary hereinbefore authorized to be Increases how made. made to any deputy head shall be made by the Governor in Council upon the recommendation of the head of his department. 3 E. VII., c. 9, s. 2.

58. Nothing herein contained shall operate to diminish the No salary diminished. salary or emolument of any deputy head holding office on the twenty-fourth day of October, one thousand nine hundred and three, who was at that date in receipt of a salary larger than would be payable to him under this Act. 3 E. VII., c. 9, s. 5.

59. The deputy head of each department shall, subject to Duties. the directions of the head of the department, oversee and direct the officers, clerks and employees of the department, and shall have general control of the business thereof, and shall perform such other duties as are assigned to him by the Governor in Council.

2. He shall give his full time to the public service and shall Full time. discharge all duties required by the head of the department, or by the Governor in Council, whether such duties are in his own department or not.

3. No deputy head shall receive any pay, fee or allowance in No extra pay. any form in excess of the amount of the salary hereinbefore authorized to be paid to him. 3 E. VII., c. 9, s. 7.

60. In the absence of any deputy head, a chief clerk named Acting deputy. by the head of the department shall perform the duties of such deputy head, unless the performance of such duties is otherwise provided for by the Governor in Council.

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For Auditor
General.

2. There shall be in the office of the Auditor General a chief clerk who shall at all times act for the Auditor General in his absence. R.S., c. 17, s. 14.

CHIEF CLERKS, GRADE A.

How created.

61. A chief clerkship, grade A, in any department shall only be created by order in council, passed after,—

- (a) the deputy head has reported that such an officer is necessary for the proper performance of the public business in the department, stating the reasons on which he has arrived at that conclusion;
- (b) the concurrence of the head of the department in such report; and,
- (c) the salary has been voted by Parliament. 3 E. VII., c. 9, ss. 8 and 19.

Salary.

62. The minimum salary of a chief clerk, grade A, shall be two thousand four hundred dollars per annum, with an annual increase of one hundred dollars up to a maximum of two thousand eight hundred dollars per annum.

Idem.

2. If, however, a person upon his appointment or promotion to a chief clerkship, grade A, is in receipt of a salary greater than the minimum salary of such chief clerkship, he may be appointed or promoted at the salary which he is then receiving if it does not exceed the maximum salary of such chief clerkship. 3 E. VII., c. 9, s. 8.

Promotion of
chief clerk
to grade A.

63. A chief clerk in any department may without being required to undergo any examination be promoted to a chief clerkship, grade A, by an order in council passed after,—

- (a) the deputy head has reported that the duties devolving upon such officer are of special importance, and that the officer recommended for such promotion is specially qualified for their performance;
- (b) the concurrence of the head of the department in such report; and,
- (c) the salary has been voted by Parliament. 3 E. VII., c. 9, s. 8.

CHIEF CLERKS.

How created.

64. A chief clerkship in any department shall only be created by order in council, passed after,—

- (a) the deputy head has reported that such an officer is necessary for the proper performance of the public business in the department, stating the reasons on which he has arrived at that conclusion;
- (b) the concurrence of the head of the department in such report; and,
- (c) the salary has been voted by Parliament. R.S., c. 17, s. 15.

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65. The minimum salary of a chief clerk shall be one thousand nine hundred dollars, with an annual increase of fifty dollars up to a maximum of two thousand five hundred dollars. 3 E. VII., c. 9, s. 9.

FIRST-CLASS CLERKS.

66. A first-class clerkship shall only be created by order in council, passed on the report of the deputy head, concurred in by the head of the department, setting forth the reasons for creating the office, and after the salary has been voted by Parliament. R.S., c. 17, s. 17. How created.

67. The minimum salary of a first-class clerk shall be one thousand five hundred dollars per annum, with an annual increase of fifty dollars up to a maximum of one thousand nine hundred dollars. 3 E. VII., c. 9, s. 10. Salary.

SECOND-CLASS CLERKS.

68. A second-class clerkship shall only be created by order in council, passed on the report of the deputy head, concurred in by the head of the department, setting forth the reasons for creating the office, and after the salary has been voted by Parliament. R.S., c. 17, s. 19. How created.

69. The minimum salary of a second-class clerk shall be one thousand two hundred dollars per annum, with an annual increase of fifty dollars up to a maximum of one thousand five hundred dollars. 3 E. VII., c. 9, s. 11. Salary.

JUNIOR SECOND-CLASS CLERKS.

70. A junior second-class clerkship shall only be created by order in council, passed on the report of the deputy head, concurred in by the head of the department, setting forth the reasons for creating the office, and after the salary has been voted by Parliament. 63-64 V., c. 14, s. 2. How created.

71. The minimum salary of a junior second-class clerk shall be eight hundred dollars per annum, with an annual increase of fifty dollars up to a maximum of one thousand one hundred dollars. 3 E. VII., c. 9, s. 12. Salary.

72. The Governor in Council may, upon the recommendation of the head of the department, concurred in by the Treasury Board, appoint a person who is a graduate of the Royal Military College or of any university in Canada to be a junior second-class clerk. 63-64 V., c. 14, s. 7. College graduates.

Condition of
such appoint-
ment.

73. An appointment shall only be made under the last preceding section in one of the following cases:—

- (a) Where the person to be appointed is to take the place of a clerk of the second or a higher class;
- (b) Where the deputy head of the department reports that, owing to the special class of work to be performed, an appointment under the said section is desirable. 63-64 V., c. 14, s. 7.

THIRD-CLASS CLERKS.

How created.

74. Except as hereinafter otherwise provided a third-class clerkship shall only be created by order in council passed on the report of the deputy head, concurred in by the head of the department, setting forth the reasons for creating the office, and after the salary has been voted by Parliament. 3 E. VII., c. 9, s. 19.

Salary.

75. The minimum salary of a third-class clerk shall be five hundred dollars per annum, with an annual increase of fifty dollars up to a maximum of seven hundred dollars. 3 E. VII., c. 9, ss. 16 and 18.

Supplement
for optional
subjects.

76. The Governor in Council may give to any person who is appointed a third-class clerk, in addition to the salary herein provided for on appointment, an amount not exceeding fifty dollars per annum for each optional subject not exceeding two in which he has passed the qualifying examination.

2. Such optional subjects shall be book-keeping, shorthand and typewriting. 63-64 V., c. 14, s. 6; 3 E. VII., c. 9, s. 15.

Appoint-
ment of
certain em-
ployees as
third-class
clerks.

77. Any person who at the time of his appointment as third-class clerk is in the service of the Government and receiving or entitled to receive a salary, and who has been or is a writer, clerk, packer, sorter or messenger, either temporary or otherwise, in the inside service of one of the departments of the Government at Ottawa, or in the office of the Auditor General, may be so appointed at the salary which he was so receiving or entitled to receive at the time of such appointment, not exceeding, however, the maximum salary of a third-class clerk. 3 E. VII., c. 9, s. 20.

Without
qualification.

78. Any such person as in the last preceding section mentioned who had for two years prior to the twenty-fourth day of October, one thousand nine hundred and three, been continuously in the inside service, either in the capacity of writer, clerk, packer, sorter or messenger, or in any other capacity, may be appointed a third-class clerk without regard to his age, and without passing the qualifying examination.

Except
order in
council.

2. The order in council appointing him shall be held to create the third-class clerkship in respect of which such appointment is made. 3 E. VII., c. 9, s. 20.

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MESSENGERS, PACKERS AND SORTERS.

79. This Act in so far as applicable shall continue to apply as heretofore to permanent messengers, packers and sorters appointed before the first day of January, one thousand eight hundred and ninety-six. 58-59 V., c. 15, ss. 2 and 14. Permanent messengers, packers and sorters.

80. The salary of a messenger, packer or sorter appointed to the Civil Service previous to the first day of January, one thousand eight hundred and ninety-six, may be increased to a maximum of seven hundred dollars per annum by amounts not exceeding fifty dollars in any one year. 58-59 V., c. 15, ss. 2, 12 and 14; 3 E. VII., c. 9, s. 27. Salary.

PRIVATE SECRETARIES.

81. Any member of the Civil Service may be appointed private secretary to the head of a department, and may be paid an additional salary not exceeding six hundred dollars a year whilst so acting. Additional salary.

2. No salary shall be payable to any private secretary unless the amount has been voted by Parliament. R.S., c. 17, s. 48. If voted.

SALARIES.

82. Except as herein otherwise provided the salary of a clerk on appointment or promotion to any class shall begin at the minimum of such class. 58-59 V., c. 15, s. 3; 63-64 V., c. 14, s. 5; 3 E. VII., c. 9, s. 17. Begin at minimum.

83. The officers, clerks and employees mentioned in schedule B to this Act shall be paid according to the scale thereby established. Schedule B.

2. The salaries of officers, clerks and employees in the second or outside division of departments other than the Customs, Inland Revenue and Post Office Departments shall, subject to the provisions of any Act relating thereto, be fixed in each case by the Governor in Council. R.S., c. 17, s. 25. Other outside salaries.

84. If an officer, clerk or employee who is promoted to a higher class, or who is transferred from one class to another class, is, at the time of such promotion or transfer, in receipt of a higher salary or emolument than the minimum salary of the class to which he is promoted or transferred, the Governor in Council may authorize the payment to him of the salary or emolument he was receiving at the time of such promotion or transfer, if it does not exceed the maximum salary of the class to which he is promoted or transferred. 63-64 V., c. 14, s. 12. Salary in excess of minimum in certain cases.

85. No officer, clerk or employee shall receive any increase of salary except by order in council passed on the report of the Conditions of increase.

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deputy head, concurred in by the head of the department, stating that such officer, clerk or employee is deserving of such increase. R.S., c. 17, s. 26; 63-64 V., c. 14, s. 8; 3 E. VII., c. 9, ss. 18, 25 and 27.

May be
suspended.

86. The increase of salary of any officer, clerk or employee authorized under this Act for the then current year may be suspended by the head of the department for neglect of duty or misconduct, and may be subsequently restored by such head, but without arrears. R.S., c. 17, s. 26.

From what
time payable.

87. Except as herein otherwise provided any increase of salary authorized by this Act shall be payable from the first day of the official quarter next succeeding the date on which, from his length of service, any clerk or employee for whom such increase is recommended, is eligible for such increase.

In case of
promotion.

2. In case of promotion, the increase of salary shall become payable from the day on which such promotion takes place. R.S., c. 17, s. 27.

Post office
inspectors
and assist-
ants.

88. Increases of salary of post office inspectors and assistant post office inspectors shall, however, be payable at the expiration of one year from the date of appointment, or at the expiration of one year from the date on which the post office inspector or assistant post office inspector last received an increase, as the case may be. 3 E. VII., c. 49, s. 7.

Payment of
salary pro-
hibited.

89. Except as herein otherwise provided no salary shall be paid to any member of the Civil Service whose appointment or promotion, or whose increase of salary, after the first day of July, one thousand eight hundred and eighty-two, has not been made in the manner provided by the Civil Service Act in force at the time of such appointment, promotion or increase, or otherwise authorized or confirmed by law. R.S., c. 17, s. 28.

No extra
payment.

90. No extra salary or additional remuneration of any kind whatsoever shall be paid to any deputy head, officer, clerk or employee in the Civil Service or to any other person permanently employed in the public service. 51 V., c. 12, s. 12.

Status of
clerks pre-
served.

91. The status of clerks in the service on the twenty-fourth day of October, one thousand nine hundred and three, is hereby preserved, and if the salary of any such clerk is less than the minimum salary of his class as fixed by this Act, his salary may be increased to such minimum. 3 E. VII., c. 9, s. 13.

Deduction
from pay
for unauthor-
ized absence.

92. When the absence of any officer is not occasioned by his employment on other duties by the Government, by leave of absence or on account of illness certified by an authorized medical practitioner, appointed by the Governor in Council for that

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purpose, his salary for each day of such absence shall be deducted from his monthly salary. R.S., c. 17, s. 51.

93. Nothing contained in this Act shall prejudicially affect Act not to the salary or emoluments of any deputy head, officer, clerk or prejudice employee in the Civil Service, appointed on or before the first certain day of July, one thousand eight hundred and eighty-two, so long as he continues in office, nor shall anything herein contained prejudicially affect any salary or emolument granted and fixed by any Act in force on the day in this section mentioned. R.S., c. 17, s. 54.

TEMPORARY EMPLOYMENT.

94. When from a temporary pressure of work or from any How other cause extra assistance is required in any branch of either authorized. the first or second division, the Governor in Council may, on the report of the deputy head of the department, concurred in by the head of the department, that such extra assistance is required, authorize the employment of such number of temporary clerks, writers, messengers, porters, packers, or sorters, as are required to carry on the work of the department. 58-59 V., c. 15, s. 7.

95. Temporary employment shall not give to any person any No per- claim to permanent appointment or to continued or further manent ap- temporary employment. 58-59 V., c. 15, s. 9.

96. Temporary clerks employed on the first day of January. Temporary one thousand eight hundred and ninety-six, may be continued in clerks of such temporary employment, notwithstanding their not having January 1st, passed any examination, at such rate of pay as fixed by the Governor in Council, not exceeding the rate of pay which they were then receiving. 58-59 V., c. 15, s. 8.

97. Graduates of the Royal Military College or of any uni- College versity in Canada may be employed without passing the quali- graduates. fying examination. 51 V., c. 12, s. 5.

98. The remuneration of temporary clerks and writers and Remunera- of messengers, porters, packers and sorters, shall be at the rate tion of tem- to begin with of five hundred dollars per annum, which may be porary increased by annual sums not exceeding fifty dollars up to a employees. maximum of seven hundred dollars per annum. 3 E. VII., c. 9, s. 27.

99. The Governor in Council may in the case of any tem- Increase. porary clerk, or in the case of any temporary messenger, porter, packer or sorter, whose salary was, on the twenty-fourth day of October, one thousand nine hundred and three, less than five

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hundred dollars per annum increase such salary to the amount last mentioned. 3 E. VII., c. 9, s. 27.

Vote. **100.** Temporary employees shall be paid only out of moneys specially voted by Parliament for the purpose. 58-59 V., c. 15, s. 11.

LEAVE OF ABSENCE.

How granted. **101.** The head of a department may grant to each officer, clerk or other employee, leave of absence for purposes of recreation for a period not exceeding three weeks in each year.

When. 2. Every such officer, clerk or employee, whether in the first or second division, shall take the leave so granted at such time during each year as the head of the department determines. R.S., c. 17, s. 49.

In case of illness, etc. **102.** In case of illness or for any other reason which to him seems sufficient, the Governor in Council may grant to any officer, clerk or other employee, leave of absence for a period not exceeding twelve months. R.S., c. 17, s. 49.

SUSPENSION.

How. **103.** The head of a department, and in his absence the deputy head, may,—

In what cases. (a) suspend from the performance of his duty or from the receipt of his salary any officer, clerk or employee guilty of misconduct or negligence in the performance of his duties;

Removal of suspension. (b) remove such suspension;
Pay forfeited. but no person shall receive any salary or pay for the time during which he was under suspension.

Report. 2. All cases of suspension by the deputy head of a department shall be reported by him to the head of the department. R.S., c. 17, s. 50.

DISMISSAL.

Governor in Council may dismiss. **104.** No provision herein contained shall impair the power of the Governor in Council to remove or dismiss any deputy head, officer, clerk or employee, but no such deputy head, officer, clerk or employee, whose appointment is of a permanent nature, shall be removed from office except by authority of the Governor in Council. R.S., c. 17, s. 55.

ATTENDANCE BOOK.

Form and use. **105.** There shall be kept in each department, and in the office of the Auditor General, at the seat of Government, and in each office of the second division, a book or books to be called the attendance book, which shall be in such form as is

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determined by the Governor in Council, in which each officer, clerk and employee of such office or department shall sign his name, at such times as are determined by the Governor in Council. R.S., c. 17, s. 56.

OATHS.

106. The deputy heads of departments and all officers, ^{Allegiance} clerks, messengers, sorters and packers of the Civil Service ^{and office.} who have not already done so, and every deputy head, officer, clerk, messenger, sorter or packer hereafter appointed, before any salary is paid him, shall take and subscribe the oath of allegiance and also the oath contained in schedule C to this Act, or such other oath as is provided by any other Act, in that behalf.

2. In the case of the Clerk of the Privy Council, and all ^{Secrecy.} officers, clerks and employees under him, and in the case of any officer, clerk or employee of whom the Governor in Council requires the same, there shall be added to the oath at the asterisks, in the form of the oath in the said schedule C, the words contained in schedule D to this Act.

3. The Clerk of the Privy Council shall take and subscribe ^{Clerk of} the said oaths before the Governor General or some one ^{Privy} appointed by him to administer the same. ^{Council.}

4. In the case of persons residing or coming to reside at the ^{Before whom} city of Ottawa, the oaths shall be taken and subscribed ^{taken in} before ^{Ottawa.} the Clerk of the Privy Council.

5. In other cases the oaths may be taken and subscribed ^{And else-} before a justice of the peace or other proper authority, who shall ^{where.} forward the same to the Clerk of the Privy Council.

6. The Clerk of the Privy Council shall keep a register of ^{Register.} all such oaths. R.S., c. 17, s. 57.

REPORT.

107. The Secretary of State shall lay before Parliament ^{Contents.} within fifteen days after the commencement of each session, a report of the proceedings of the Board under this Act during the preceding year, which report shall include a copy of the examination papers, a statement of all examinations held and of the number of candidates at each, and the names of the successful candidates, and also the rules and regulations made during the year under the provisions of this Act respecting appointments, promotions, examinations, and all other matters appertaining to the Civil Service. R.S., c. 17, s. 58; 51 V., c. 12, s. 13.

CIVIL SERVICE LIST.

108. The Secretary of State shall cause to be printed each ^{Contents.} year a list, to be called the Civil Service List of Canada, of

all persons employed in the several departments of the Government, together with those employed in the two Houses of Parliament, upon the first day of July, next preceding, showing the dates of their several appointments and promotions, their age, rank in the service, and salary; and shall lay the same before Parliament within the first fifteen days of each session. R.S., c. 17, s. 59.

SCHEDULE A.

- (a) Deputy heads of departments;
- (b) Officers who have special professional or technical qualifications;
- (c) Chief clerks of both grades;
- (d) First-class clerks;
- (e) Second-class clerks;
- (f) Junior second-class clerks.
- (g) Third-class clerks. R.S., c. 17, sch. A; 58-59 V., c. 15, s. 12; 63-64 V., c. 14, s. 1; 3 E. VII., c. 9, ss. 14 and 19.

SCHEDULE B.

CUSTOMS.

Higher Classes.

Inspectors...	Salary from \$1,600 to \$2,500
Collectors...	" 300 to 4,000
Chief clerks...	" 1,200 to 2,000
Surveyors...	" 1,200 to 2,400
Assistant surveyors (comprising tide surveyors, chief landing waiters and chief lockers)...	" 800 to 1,200

Technical Officers.

Appraisers...	Salary from \$800 to \$2,000
Assistant appraisers...	" 600 to 1,500
Gaugers...	" 600 to 1,200

Other Classes.

Clerks...	Salary from \$400 to \$1,200
Examining officers (including lockers and landing waiters)...	" 400 to 1,000
Packers, messengers and tide waiters...	" 300 to 600

3 E. VII., c. 9, s. 23.

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INLAND REVENUE.

Inspectors..	Salary from \$1,600 to \$2,500
Collectors..	" 500 to 2,400
Deputy collectors..	" 400 to 1,700
Accountants.	" 600 to 1,500
Special-class excisemen (chief officers in charge of distilleries).	" 1,400 to 1,800
Special-class excisemen, other than the foregoing.... .	" 1,200 to 1,400
First-, second- and third-class excisemen..	" 600 to 1,200
Probationary excisemen.. . . .	" 500
Stenographers and typewriters..	" 400 to 600
Messengers..	" 400 to 750

To which may be added for surveys of important manufactories an additional salary for the special-class excisemen and other officers connected with such survey, not exceeding in any one case two hundred dollars per annum. 3 E. VII., c. 9, s. 24.

POST OFFICE.

Post Office Inspectors and Assistant Post Office Inspectors.

The salary of a post office inspector on appointment shall be two thousand dollars, with increases of fifty dollars per annum for six years, and one hundred dollars per annum thereafter up to a maximum of two thousand six hundred dollars.

Any post office inspector who, on the thirteenth day of August, one thousand nine hundred and three, had completed six years of service as such may be granted an increase of one hundred dollars per annum up to the maximum of two thousand six hundred dollars.

Any post office inspector who, on the last mentioned date, had completed less than six years of service as such may be granted an increase of fifty dollars per annum until he has completed six years of service, and one hundred dollars per annum thereafter up to the maximum of two thousand six hundred dollars.

The salary of an assistant post office inspector on appointment shall be twelve hundred dollars, with increases of fifty dollars per annum for the first six years, and one hundred dollars per annum thereafter up to a maximum of one thousand eight hundred dollars.

Any assistant post office inspector who, on the thirteenth day of August, one thousand nine hundred and three, had completed six years of service as such may be granted an increase of one hundred dollars per annum up to a maximum of one thousand eight hundred dollars.

Any assistant post office inspector who, on the last mentioned date, had completed less than six years of service as such may be granted an increase of fifty dollars per annum until he has completed six years of service, and of one hundred dollars per annum thereafter up to a maximum of one thousand eight hundred dollars. 3 E. VII., c. 49, s. 7.

Railway Mail Clerks.

—	On Appoint- ment.	After 2 years service in any class of Railway Mail Clerks.	After 5 years service in any class of Railway Mail Clerks.	After 10 years service in any class of Railway Mail Clerks.
	\$	\$	\$	\$
Chief Clerk	1,000	1,200	1,350	1,500
First Class	720	800	880	960
Second Class	600	640	720	800
Third Class.....	480	520	560	640

To Railway Mail Clerks, in addition to regular salary, an allowance not exceeding half a cent per mile for every mile travelled on duty in the Post Office cars, and an additional allowance of half a cent per mile for every mile so travelled between eight in the afternoon and eight in the forenoon.

52 V., c. 12, s. 3.

City Postmasters.

Class 1.	When postage collections exceed	\$250,000..	\$4,000
“ 2.	“ “ are from	\$200,000 to 250,000..	3,750
“ 3.	“ “ “	150,000 to 200,000..	3,500
“ 4.	“ “ “	100,000 to 150,000..	3,250
“ 5.	“ “ “	80,000 to 100,000..	2,800
“ 6.	“ “ “	60,000 to 80,000..	2,400
“ 7.	“ “ “	40,000 to 60,000..	2,200
“ 8.	“ “ “	20,000 to 40,000..	2,000
“ 9.	“ “ are less than..	.. 20,000..	1,400

to \$1,800, as the Postmaster General determines. These salaries shall not be supplemented by any allowances, commissions or perquisites whatsoever.

Assistant Postmasters.

Class 1.	When postage collections exceed	\$80,000..	\$2,000
“ 2.	“ “ are from	\$60,000 to 80,000..	1,800
“ 3.	“ “ “	40,000 to 60,000..	1,600
“ 4.	“ “ “	20,000 to 40,000..	1,400
“ 5.	“ “ are less than..	.. 20,000..	1,100

to \$1,400, as the Postmaster General determines. 52 V., c. 12, s. 3.

*Clerks in City Post Offices, and the Offices of Post Office
Inspectors and Superintendents of Railway
Mail Service.*

Fourth class, on appointment, four hundred dollars; by annual increases of fifty dollars up to seven hundred dollars. If any stamper and sorter is promoted to the fourth class, his initial salary as such class clerk shall be not less than his salary as such stamper and sorter at the time of such promotion.

Junior third class, on appointment, seven hundred dollars; by annual increases of fifty dollars up to eight hundred dollars.

Senior third class, on appointment, eight hundred dollars; by annual increases of fifty dollars up to nine hundred dollars.

Junior second class, on appointment, nine hundred dollars; by annual increases of fifty dollars up to one thousand dollars.

Senior second class, on appointment, one thousand dollars; by annual increases of fifty dollars up to one thousand two hundred dollars.

First class, specific duties, with fixed salaries in each case to be determined by the Postmaster General; no salary to be less than one thousand two hundred dollars, or more than one thousand five hundred dollars.

Any clerk in any of the said offices who on the thirteenth day of August, one thousand nine hundred and three, was in the third class, shall be deemed to be a junior third-class clerk, his salary until otherwise ordered, continuing to be the amount which he was then enjoying, subject to annual increases not exceeding fifty dollars until it reaches eight hundred dollars per annum.

Any clerk in the second class on the last mentioned date shall be deemed to be a senior second-class clerk, except that if his salary was then less than one thousand dollars, it shall, until otherwise ordered, continue to be the amount which he was then enjoying, subject to annual increases, not exceeding fifty dollars each, until it reaches twelve hundred dollars per annum. 3 E. VII., c. 49, s. 6.

SCHEDULE C.

I (A.B.) solemnly and sincerely swear that I will faithfully and honestly fulfil the duties which devolve upon me as _____ and that I will not ask, or receive any sum of money, services, recompense or matter or thing whatsoever, directly or indirectly, in return for what I have done or may do in the discharge of any of the duties of my said office, except my salary or what may be allowed me by law or by an order of the Governor in Council; * * * *
So help me God. R.S., c. 17, sch. C.

SCHEDULE D.

(After the asterisks in schedule C.)

And that I will not, without due authority in that behalf, disclose or make known any matter or thing which comes to my knowledge by reason of my employment as *(as the case may be)*. R.S., c. 17, sch. D.

APPENDIX 2

REGULATIONS FOR THE GOVERNANCE OF THE BOARD OF CIVIL SERVICE EXAMINERS IN HOLDING EXAMINATIONS UNDER THE CIVIL SERVICE ACT.

1. One of the members shall be chairman, and when present shall pre-
side at the meetings of the Board, and one may be secretary, if appointed
to that office by the Governor General in Council. Chairman
and secre-
tary.
 2. In the absence of one of the members of the Board the other two
shall be competent to transact business, and their decision shall be as valid
as if the three had been present. Two mem-
bers of
board may
transact
business.
 3. Regular entrance examinations shall be held annually at as many of
the places named in the Civil Service Act as the Governor General in
Council may direct, and also at any other places similarly selected and
designated to the Board. The examination shall commence on the second
Tuesday in the month of November, and shall continue until completed. Regular
entrance ex-
aminations.
 4. The Board shall meet prior to the examination in sufficient time to
make the preparations necessary for holding the said examination, and
shall continue to meet until their work is finished. Meetings of
board.
 5. The examinations shall be held simultaneously, that is, on the same
days and hours at the several places designated by the Council, and shall
be conducted at every place precisely in the same manner and by means of
the same questions. Examina-
tions to be
held simul-
taneously
and in same
manner.
 6. The answers of the candidates shall be in writing and on paper pre-
pared and supplied by the Board. Answers in
writing.
 7. In the places at which the examiners cannot personally attend, sub-
examiners shall be appointed to conduct the examinations according to the
printed regulations supplied to them by the Board. Sub-exam-
iners to be
appointed.
 8. At the close of the examination it shall be the duty of the examiners
in charge, to collect and seal up the written papers of the candidates and
to transmit the same, duly attested, to the secretary of the Board at Ottawa. Written
papers to be
sealed up
and trans-
mitted to
secretary.
 9. Every candidate for examination shall be required to satisfy the
Board:—
 1. If coming up for the Preliminary examination only and if intending
to serve in the Inside Departmental Division, that he is of the full age of
fifteen years and not over thirty-five; if coming up for the Qualifying
examination, that he is of the full age of eighteen years; and if for the
Inside Departmental Division, not over thirty-five years old. Require-
ment of
candidate.
Preliminary
examination,
age.
Qualifying
examination,
age.
- NOTE.—The proof of age shall be by a properly certified extract from
the birth registration, and should this not be procurable, then by such other
evidence as may be satisfactory to the Board. Proof of age.

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Sound health.

2. That he is in sound health and free from any defect or disease, mental or physical, which would be likely to interfere with the proper discharge of his duties.

Proof of health.

NOTE.—The proof of health shall be by the certificate of a practising physician.

Character.

3. That his character is such as to qualify him for employment in the Civil Service.

Proof as to character.

NOTE.—The proof of character shall be by the certificate of a minister of religion, mayor, or justice of the peace.

APPLICATIONS.

Application for admission to examination, forms to be used.

10. The applications for admission to the examination shall be by means of forms which will be supplied to the candidate by the Board, and said forms correctly filled up shall be re-addressed to the secretary, at least one month before the day appointed for commencing the examination.

Fees to be paid.

11. A fee of two dollars in the case of the Preliminary examination and of four dollars in the case of the Qualifying examination, shall be paid by each candidate, and shall be collected on the first day of the examination as the roll is being called. In the case of candidates coming up for examination in one subject the fee shall be two dollars, and a fee of one dollar shall be payable for the privilege of taking optional subjects. Should insuperable difficulties preclude the attendance of a candidate at the examination for admission to which he has sent the regular application and certificates such candidate, on communicating the facts to the secretary, may be admitted at the next ensuing examination, by simply sending an application without new certificates.

Admission to next ensuing examination.

EXAMINATIONS.

Examinations open. English or French language may be used.

12. The examinations shall be open to all persons who shall have complied with the requirements of the Civil Service Act, as to proof of age, health and character, and in doing their examination work, the candidates shall be at liberty to use either the English or the French language.

Notice of examination.

13. Notice of every examination to be held under the Civil Service Act shall be published in the *Canada Gazette*, in the English and French languages, one month at least before the date fixed for the examinations, and shall state when and where it is to be held.

Examinations, how designated. Optional subjects.

14. The examinations shall be known as the Preliminary or Lower Grade and the Qualifying or Higher Grade. In conjunction with the latter, there will be certain optional subjects, any or all of which the candidates may take or decline to take as may be minded.

Preliminary examination.

15. The Preliminary examination will be in,—

1. Penmanship;
2. Orthography;
3. The first four rules of arithmetic;
4. Reading print and manuscript.

Maximum marks and minimum of average required.

16. The maximum marks in each subject will be 60, and in order to pass, the candidate will require to make not less than 30 per cent on any subject, and an average of 50 per cent of the combined value on all subjects, or 120 out of the 240.

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17. The Preliminary examination will qualify for the following appointments:—

18. Messengers in both Inside and Outside divisions, porters, railway mail porters, sorters, packers, letter carriers, mail transfer clerks, box collectors, tide waiters, assistant inspectors of weights and measures, and such other offices of the Lower Grades as may be determined by the Governor General in Council.

Appointments for which the preliminary examination will qualify.

19. The Qualifying or Higher Grade examination shall be held immediately after the Preliminary, and shall be in,—

Qualifying or higher grade examination.

1. Penmanship;
2. Orthography;
3. Arithmetic, including interest, vulgar and decimal fractions;
4. Geography, chiefly of the Dominion of Canada;
5. History,—British, French and Canadian—chiefly the latter;
6. Grammar;
7. Composition;
8. Transcription.

List of subjects included in the examination.

20. The same scale shall govern in this as in the Preliminary examination, viz., a minimum of not less than 30 per cent on any one subject, and an average on the whole eight of 50 per cent. As the subjects are valued at 100 marks each, the average required will be 400. This examination will qualify for the following appointments:—

Same scale shall govern as in the preliminary examination.

1. Temporary writers in the first division;
2. Third-class clerkships and the offices of landing waiters and lockers in the second division for Customs service;
3. Third-class clerkships and the office of exciseman in the second division for Inland Revenue service;
4. Third-class clerkships, railway and marine mail clerkships, and the offices in the second division for Post Office service;
5. Junior second-class clerkships in the first division.

Appointments for which the qualifying or higher grade examination shall qualify.

21. Candidates who fail in one subject only at the Qualifying examination, but who make the required average (50 per cent, or 400 marks) will be allowed to come up at the next ensuing examination, and then only for that one subject, and if they secure the minimum will be held to have passed.

Conditions upon which candidates may come up at the next ensuing examination.

22. Candidates who fail at the Qualifying examination, excepting those who fail in one subject only, will receive no advantage from the optional subjects they may have treated successfully, the failure in the Qualifying subjects neutralizing success in options.

Candidates failing at qualifying examination; effect as to optional subjects.

23. Candidates who may desire to be examined in optional subjects must take them at the time of the Qualifying examination, at which they present themselves, and will not be permitted to come up for that purpose at any subsequent examination.

Subsequent examinations in optional subjects not allowable.

24. Candidates who pass in options will, in the event of appointment to office, be credited with the subjects in which they were successful up to two, but not in excess of two.

Candidates who passed in options.

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List of
optional
subjects.

25. The options are:—

1. Bookkeeping—by double entry;
2. Shorthand;
3. Typewriting.

Minimum of
marks in
option.

26. In order to pass in options, the candidates will require to make at least 50 marks in each subject taken.

Option candi-
dates will
inform
secretary.

27. Candidates who intend taking options will inform the secretary of the Board.

CERTIFICATES.

Certificate.
Option 'with
honours.'

28. Every candidate who passes the Preliminary or Qualifying examination successfully will receive a certificate to that effect, and in the cases of candidates who have gained options, a certificate 'with honours,' specifying the options passed.

TIME TABLES.

Board will
prepare time
tables.

29. The Board will prepare time tables for the several examinations, showing the order in which the subjects are to be taken up, and the time allowed for each, which time shall be strictly observed by the examiners.

FORMS.

Board will
provide
forms.

30. The forms necessary for giving effect to the foregoing rules will be provided by the Board, and on application to the secretary, not less than one month before the day of examination, will be forwarded to the candidates and others interested.

REPORT.

When report
shall be made
by board, and
what it shall
embrace.

31. Not later than the 31st day of January in each year, the Board shall make a report to the Secretary of State of the proceedings for the year ended on the preceding 31st day of December, which report will embrace copies of the printed examination question papers used at the several examinations, the names of the successful candidates, and copies of any rules or regulations adopted during the year.

STATIONERY.

Stationery
and other
requisites.

32. The stationery and other requisites shall be provided by the Department of Public Printing and Stationery upon requisitions from the Board of Examiners approved by the head of said department.

Regulations for Conducting the Civil Service Entrance Examinations.

Preparation
and printing
of questions.

33. The Board of Examiners shall prepare and cause to be printed (confidentially) the questions to be used at the Preliminary, Qualifying (including options) and Promotion examinations, excepting always the Promotion papers on 'Duties,' which papers the departments interested will supply.

How examin-
ation shall
be com-
menced.

34. The examiner will begin by calling the roll and marking, opposite to the names of the candidates in attendance, the word 'present,' and to these he will communicate the number by which they are to be severally identified throughout the examination.

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35. Each subject for examination shall be dealt with in a separate paper, and sufficient time will be allowed the candidates to give their work a careful and intelligent treatment. Separate paper for each subject.

36. The examinations will commence each day at 9.30 a.m., continuing until noon, when a recess will be taken. They will commence at 1.30 p.m., and continue day by day till 4 p.m., or to the time specified in the time table, till finished. Hours of examination.

37. Each candidate shall be designated by a number, which he will place in plain figures at the head of each sheet of paper he may use and also (together with the name of the subject treated) on the back of the outside sheet, which papers, at the expiration of the time allowed, he will hand to the examiner. Each candidate shall be designated by a number.

38. The questions will be numbered, and the number of marks assigned to each question will be shown in the margin of the printed question paper. Questions will be numbered.

39. The date and hour for the issue of each examination (question) paper and the time allowed for its treatment will be plainly stated at the head thereof. Date, hour and time to be stated.

40. The examiners will exercise the greatest possible care in order to prevent the nature of the examination questions from becoming known before the time fixed for the issue of the papers has arrived. Examiners will exercise care.

41. Should the Board have reason at any time to believe that candidates have been guilty of misconduct, by copying from each other or by improperly obtaining information relative to the subjects under treatment during the examination, they (the Board) will hold the results of the examination respecting such candidate in suspense until they have thoroughly investigated the circumstances; and if such misconduct should be found to have occurred, the papers of such candidates will be cancelled and the offending persons will be disqualified from future examinations. Candidates guilty of misconduct by copying from each other, or improperly obtaining information how to be dealt with.

42. Should the sub-examiners have cause to believe that the irregularities referred to in the preceding paragraph, or any others, have taken place among their candidates, they will faithfully report the facts to the Board. Irregularities to be reported to the board.

43. The number of examination (question) papers on each subject required at each place of examination will be sent to the examiners, inclosed in sealed envelopes, indorsed with the subject and the number of papers they contain, and said envelope shall only be opened when the time specified in the time table for doing so has arrived, and in the presence of the candidates. Number of papers on each subject shall be sent to the examiners, and endorsed with the subject, etc.

44. The stationery required for the examinations will be supplied by the Board, and the paper shall be written upon one side only. The margin must also be left blank, as it will be wanted for noting the valuations. Stationery will be supplied by the board.

45. No persons other than the examiners, their assistants and the candidates shall be allowed within the rooms during the examinations. Who allowed in during examination.

46. The examiners shall refrain from communicating to any one the results of the examinations until the same shall have been reported to the Secretary of State. Examiners not to communicate.

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Position of candidates during examination.

47. The candidates shall, if possible, be placed five feet apart during the examinations, and any attempt at holding communication with each other must be promptly and effectually checked by the examiners.

Books, etc., not permitted.

48. No books, notes, maps or diagrams shall be permitted in the examination rooms.

Candidates shall be seated five minutes before the commencement of the examinations.

49. The candidates shall all be seated five minutes before the commencement of the examinations, and no candidate will be allowed to enter the room later than fifteen minutes after the time fixed for commencing the treatment of a subject. Nor shall any candidate be allowed to leave the room during the treatment of a subject—save in cases of extreme necessity—but so soon as any candidate shall have finished his paper he may hand it to the examiner after which he will be at liberty to retire, but he will not, however, be allowed to re-enter until the time for the commencement of the next subject is called.

Entering or leaving room.

Perfect silence.

50. Perfect silence shall be observed during the time devoted to the treatment of the subjects.

At expiration of time examiner will collect paper.

51. Punctually at the expiration of the time allowed for the treatment of a subject, the examiners in charge shall notify the candidates of the fact, and will collect the papers whether finished or unfinished.

Examiner will check papers with list of candidates present.

52. On receiving the papers the examiner in charge will check them with the list of candidates present, so as to satisfy himself that he has one from each person, and should he find any short he will at once proceed to inquire for them. If any candidate fails to put in a paper the examiner will state the fact and the reason for its having been withheld in the report of the secretary. After receiving and collecting the papers he will arrange them in numerical order and inclose them in an envelope with,—

How papers are to be arranged and inclosed in envelopes.

1. The place of examination;
2. The subject of the paper; and
3. The number of papers inclosed.
4. He will then seal and sign the cover.

At close of examination examiner will fill up form.

53. At the conclusion of the examination the examiners in charge will fill up a form certifying that the rules and regulations have been faithfully observed, and if anything requiring explanation has occurred they will state the facts to the secretary of the Board.

Promotion Examinations.

Time or holding promotion examinations.

54. These examinations are held annually in the month of May, and are conducted in all respects like the examination for entrance. (See the instructions relating to the latter).

Subjects designated 'obligatory' and 'supplementary.'

55. The subjects in which the candidates are examined are known as 'Obligatory' and 'Supplementary,' or subjects which may be prescribed by the deputy heads of departments.

List of 'obligatory' subjects.

56. The 'Obligatory' subjects are:—

1. Penmanship;
2. Orthography.
3. Arithmetic (the nature of which is to be determined by the deputy head of the department to which the candidate belongs, according to the

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requirements of the service the candidates are rendering or may be expected to render, if promoted to the higher classes they are aspiring to).

4. Composition.

5. Duties of office, or of the higher office sought.

6. Efficiency, by which is understood the value placed by the deputy heads upon the service rendered, or which is being rendered by the candidates.

57. The 'Supplementary' subjects, any or all of which the deputy heads may prescribe, are:—

List of 'supplementary' subjects.

1. Translations (from English into French or French into English).

2. Geography.

3. Bookkeeping.

4. Précis.

5. Constitution (The British North America Act).

58. The 'Obligatory' subjects, including 'Efficiency,' together with the 'Supplementary' subjects, which the deputy heads of departments may select from, are each rated at 100 marks.

'Obligatory' subjects ; how rated.

59. No clerk on the staff of any department of the public service, who was in the service and employment of the government on the first day of July, 1882, and has since been continuously engaged therein, shall as a condition of promotion be required to pass an examination in any subject other than the duties of the office to which he seeks promotion, unless in any special case the deputy minister, by a report concurred in by the head of the department, submits to the Board of Examiners other subjects of examination as a test of fitness for such office.

Employees appointed prior to 1882 not required to pass examinations in subjects other than 'duties of office.'

60. The order of progress in the service is from a lower to the next higher class, and as there are three degrees of advancement, the candidates at the examination have to exhibit their eligibility for promotion according to the following scale:—

Order of progress in the service.

1. Third-class men must obtain not less than 30 marks in any one subject, and an average of 50 on all the subjects prescribed for their examination, so that if there are six subjects (Efficiency included) and there can not be less, they will require to make a total of not less than 300.

Third-class men.

2. Second-class men must make not less than 40 per cent an average of 60 per cent, and first-class men 50 and 70.

Second-class men.

3. Candidates examined on 'Duties of Office' must obtain, if third-rate men, 50 marks; if second-class men, 60 marks; and if first-class men, 70 marks in their examination.

First-class. Candidates on 'duties of office.'

4. All marks for efficiency and for duties of office obtained by any candidate in any promotion examination, shall be held to apply only to the department for which he has taken the examination in duties and been awarded marks for efficiency.

61. If a candidate in any of the classes makes the average required, but falls below the minimum in one subject only, he will have the privilege of coming up at the next ensuing (annual) examination in that one subject, when the minimum of marks will pass him.

If a candidate makes the average required.

62. The following penal clauses were added to the Civil Service Act by Chapter 12 of the Acts of Canada, 51 Victoria (1888), and are inserted here for convenience of reference:—

Penal clauses added to the Act.

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Inquiry as to irregularities at examination.

Penalty for neglecting or refusing to appear or to be examined on oath.

Administration of oath.

Name of person offending to be removed from the list.

Penalty for wrongfully receiving or furnishing examination papers.

Ninth section of Act added.

Who may be appointed assistants.

Place and time of examinations.

'2. Whenever the Board are satisfied that any irregularity or fraudulent practice has obtained at any examination held by them, or by any person deputed by them to hold the same, they may summon before them, by an instrument signed by the chairman or acting chairman of the Board, and may examine under oath or affirmation, any person who in their opinion is in a position to give evidence in relation to any such irregularity or fraudulent practice; and if the person so summoned neglects or refuses to appear, or having appeared, refuses to be examined upon oath or affirmation concerning the premises, or refuses to take an oath or affirmation, or having taken the oath or affirmation, refusing to answer such questions concerning the premises as are then put to him, without offering any just and lawful excuse for his refusal, the chairman or acting chairman of the Board shall be vested with all the powers conferred, in like cases, upon a justice of the peace by section thirty-two of *The Summary Convictions Act*.

'3. Every oath or affirmation required for the purpose of such examination may be administered by any member of the Board.

'4. If any person is proved by such inquiry to have been concerned in any fraudulent practice, or to have been guilty of any breach of the regulations made in virtue of section thirty-one of this Act, the Board shall report the same to the Secretary of State, who may thereupon cause such person's name to be removed from the list of persons who are found qualified.

'5. Any person who at any examination held under this Act, personates any candidate, or employs, induces or allows any person to personate him, is guilty of an offence against this Act, and is liable, on summary conviction, to imprisonment for a term not exceeding six months, or to a fine not exceeding two hundred dollars, and if he is employed in the Civil Service, to be dismissed therefrom.

'6. Every person who surreptitiously procures from any printer, or other person, and every person who without authority furnishes to any other person any examination question paper, or any other paper relating to any such examination as aforesaid, is guilty of an offence against this Act, and liable, under summary conviction, to imprisonment, with or without hard labour, for a term not exceeding six months, or to a fine not exceeding two hundred dollars, and if he is employed in the Civil Service, to be dismissed therefrom; and no such person shall be allowed to present himself at any subsequent examination.'

63. The ninth section of 'The Civil Service Act' is added hereto for convenience of reference and is as follows:—

'The Board may obtain the assistance of persons who have had experience in the education of the youth of Canada, and with such assistance shall hold or cause to be held, periodical examinations for admission to the Civil Service, in the cities of Halifax, St. John, N.B., Charlottetown, Quebec, Montreal, Ottawa, Toronto, Hamilton, London, Winnipeg, Victoria, and such other places as are determined by the Governor in Council; it shall not be necessary to hold such examinations in all the said places but the places at which the examinations shall be held, shall be determined from time to time by the Governor in Council; examinations shall, as far as possible, be in writing, and the cost thereof shall be defrayed out of moneys previously voted by parliament for that purpose.'

APPENDIX 3

PRELIMINARY EXAMINATION.

Place.	Present.	Passed.	Failed.
Charlottetown...	4	4	0
Halifax.....	10	10	0
Saint John.....	7	16	1
Quebec.....	16	10	6
Montreal.....	62	49	13
Ottawa.....	54	50	4
Kingston.....	0	0	0
Toronto.....	52	47	5
Hamilton.....	10	8	2
London.....	10	8	2
Windsor.....	0	0	0
Sault Ste. Marie.....	1	1	0
Winnipeg.....	30	28	2
Regina.....	0	0	0
Edmonton.....	1	1	0
Calgary.....	0	0	0
Vancouver.....	15	14	1
Victoria.....	3	3	0
Nelson.....	0	0	0
	285	249	36

QUALIFYING EXAMINATION.

Place.	Present.	Passed.	Failed.
Charlottetown...	10	8	2
Halifax.....	18	7	11
Saint John.....	8	3	5
Quebec.....	41	29	12
Montreal.....	46	18	28
Ottawa.....	205	206	8
Kingston.....	16	8	8
Toronto.....	31	20	21
Hamilton.....	21	17	4
London.....	7	12	5
Windsor.....	8	3	5
Port Arthur.....	2	2	0
Sault Ste. Marie.....	1	1	0
Winnipeg.....	49	21	28
Regina.....	9	4	5
Edmonton.....	7	3	4
Calgary.....	12	8	4
Vancouver.....	8	5	3
Victoria.....	1	0	1
Nelson.....	1	0	1
	611	375	236

Sixty-one of this number were one-subject candidates, and therefore paid a fee of only two dollars.

OPTIONAL SUBJECTS.

Place.	Present.	Passed.	Failed.
Charlottetown.....	5	3	2
Halifax.....	1	0	1
Saint John.....	1	0	1
Quebec.....	0	0	0
Montreal.....	3	1	2
Ottawa.....	16	3	13
Kingston.....	3	1	2
Toronto.....	2	0	2
Hamilton.....	1	0	1
London.....	2	1	1
Windsor.....	1	0	1
Sault Ste. Marie.....	0	0	0
Winnipeg.....	2	1	1
Regina.....	0	0	0
Edmonton.....	1	0	1
Calgary.....	2	1	1
Vancouver.....	3	1	2
Victoria.....	0	0	0
Nelson.....	0	0	0
	43	12	31

PROMOTION EXAMINATION.

Place.	Present.	Passed.	Failed.
Ottawa.....	103	79	24
Hamilton.....	1	1	0
Winnipeg.....	1	1	0
Quebec.....	1	1	0
	104	80	24

SPECIAL PROMOTION EXAMINATION.

Place.	Present.	Passed.	Failed.
Ottawa.....	9	9	0

EXCISE PROMOTION EXAMINATION.

Place.	Present.
Saint John, N.B.....	1
Montreal.....	17
Port Arthur.....	1
Hamilton.....	13
Vancouver.....	1
	33

APPENDIX 4

SPECIAL PROMOTION EXAMINATION.

POST OFFICE DEPARTMENT—SAVINGS BANK BRANCH.

(February 16, 1906.)

TIME—TWO HOURS.

Values.

- 10
1. What exclusive privileges has the Postmaster General with regard to the transmission of articles from one person to another? Are there any exceptions to these exclusive privileges? If so, state them.
- 10
2. In a dispute between a mail carrier and a toll-keeper respecting the payment of tolls by the former, what are the legal obligations and rights of the toll-keeper?
- 10
3. Where does the Department obtain its supplies of postage stamps and postal notes and from what branches of the Department are they distributed to Postmasters? What restrictions, if any, does the Post Office Act place on the sale of postage stamps?
- 10
4. How do the Accounting Postmasters dispose of their surplus post office funds?
- 10
5. What is the Money Order System and in what respects does it differ from the Postal Note System? Is there a limit to the amount for which a Money Order can be drawn? If so, what is it?
- 10
6. Can a Money Order issued in Canada for payment in France or in Germany be sent by the purchaser to the payee in either of the countries and will payment be made there? If not, why not?
- 10
7. What is the rate of letter postage from Canada to United States, Great Britain and to France?
- 10
8. Explain how a deposit reported by a Postmaster is placed to the credit of the depositor.
- 10
9. What action is necessary in regard to the account of a woman who has married since making her first deposit?
- 10
10. How is it ascertained that a deposit has been correctly entered in the account of the person by whom it was made? .

100

SPECIAL PROMOTION EXAMINATION.

POST OFFICE DEPARTMENT—SECRETARY'S BRANCH

(February 16, 1906.)

TIME—TWO HOURS.

Values.

- 10
1. What exclusive privileges has the Postmaster-General with regard to the transmission of articles from one person to another? Are there any exceptions to these exclusive privileges? If so, state them.

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- 10 2. In a dispute between mail carriers and a toll-keeper respecting the payment of tolls by the former, what are the legal obligations and rights of the toll-keeper?
- 10 3. Where does the Department obtain its supplies of postage stamps and postal notes and from what branches of the Department are they distributed to Postmasters? What restrictions, if any, does the Post Office Act place on the sale of postage stamps?
- 10 4. How do the Accounting Postmasters dispose of their surplus post office funds.
- 10 5. What is the Money Order System and in what respects does it differ from the Postal Note System? Is there a limit to the amount for which a Money Order can be drawn? If so, what is it?
- 10 6. Can a Money Order issued in Canada for payment in France or in Germany be sent by the purchaser to the payee in either of the countries and will payment be made there? If not, why not.
- 10 7. What is the rate of letter postage from Canada to United States, Great Britain and to France?
- 10 8. What information is desired of a Post Office Inspector who is asked to report on an application for a new post office?
- 10 9. What action is taken by the Department regarding an undelivered parcel originating in Great Britain?
- 10 10. If inquiry is made regarding a supposed missing letter posted in United States and addressed to a place in Canada, what action is taken by this Department?

100

SPECIAL PROMOTION EXAMINATION.

POST OFFICE DEPARTMENT—POSTAL STORES BRANCH.

(February, 1906.)

TIME—TWO HOURS.

Values.

- 10 1. What exclusive privileges has the Postmaster General with regard to the transmission of articles from one person to another? Are there any exceptions to these exclusive privileges? If so, state them.
- 10 2. In a dispute between a mail carrier and a toll-keeper respecting the payment of tolls by the former, what are the legal obligations and rights of the toll keeper?
- 10 3. Where does the Department obtain its supplies of Postage Stamps and Postal Notes and from what Branches of the Department are they distributed to Postmasters? What restrictions, if any, does the Post Office Act place on on the sale of postage stamps?
- 10 4. How do the Accounting Postmasters dispose of their surplus Post Office funds?
- 10 5. What is the Money Order System and in what respects does it differ from the Postal Note system? Is there a limit to the amount for which a Money Order can be drawn? If so, what is it?
- 10 6. Can a Money Order issued in Canada for payment in France or in Germany be sent by the purchaser to the payee in either of the countries and will payment be made there? If not, why not?
- 10 7. What is the rate of letter postage from Canada to United States, Great Britain and to France?

SESSIONAL PAPER No. 31

- 10 8. Specify separate heads under which the different classes of Stores dealt with by the Postal Stores Branch are brought to account by this Branch?
- 10 9. Mention different Postal Stores' statements which appear in Postmaster General's Annual Report in the order in which they are therein placed.
- 10 10. What appendix of the Report relates to Postal Stores?

100

SPECIAL PROMOTION EXAMINATION.

POST OFFICE DEPARTMENT.

Orthography.

Friday, February 16, 1906, from 1 p.m. to 2 p.m.

NOTE.—Many of the words in this exercise are purposely misspelled, and the duty of the candidate will be to make a copy free from such defects. For every error discovered by the examiners 5 marks will be deducted.

Queen Victoria's Accession to the Throne.

Value.

Shortly after 2 o'clock on the morning of the 20th June, 1837, the Archbishop of Canterbury and Lord Conyngham, the Lord Chamberlane, lefft Winsor for Hensington Pallace to informe the Princesse Victoria of the deth of her unkle, King Wiliam the Forth. Thay reeched the Pallace about five; thay nocked, thay wrang, thay thomped, for a considerabel time, befoar thay coold rousse the porter at the gaites; thay where again kep wating in the coart yards, then turn intoo won of the lowerr rooms, ware thay seamed forgotten by every boddy. Thay wrang the belle desired that the atendant of the Princesse mite be sent to informe Her Royall Highnesse that thay requested an awdeance on businese of impportence. Affter annother dellay and annother wringing to inkwire the kause, the atendent was somunned, who staited that the Princesse was in sich a swete sleap shee coold not ventshur to disturb her. Thenne thay sade, 'Wee are come to the Queen on bizness of stait, and eeven her sleap must give way to thatt.' It didd, and to proove that shee 'did not keap thim wating, in a few minutes shee caim intoo the roome in a loos wight nitegown and shawle, her nite kap thronwen of and hir hare fal-lin upon hir sholders, hir feat in slipers and teers in hir eyes, but perfectlay collected and diknified.

Diary of a Lady of Quality.

100

SPECIAL EXAMINATION.

(Thursday, April 19, 1906.)

DEPARTMENT OF INDIAN AFFAIRS.

(For Mr. J. J. Campbell.)

Values.

- 5 1. What is the total Indian population of Canada?
- 5 2. Give definition of the word 'Indian' under the Indian Act.
- 10 3. What preliminary steps are necessary before an Indian can become enfranchised..

31—4

- 20
- 10
- 10
- 10
- 20
- 10
4. Define generally the boundaries of the Robinson Huron & Superior Treaties.
5. What are rights of Indians under these treaties as to fishing and hunting, and are such rights affected by the laws of the Province of Ontario?
6. Give names and addresses of Inspectors of Indian Agencies in Manitoba and the Northwest.
7. On what grounds can chiefs and councillors elected under the provisions of the Indian Act be deposed?
8. What are the leading provisions in Treaties 1 to 7, inclusive?
9. For what causes under the provisions of the Indian Act does an Indian woman lose membership of band?

100

CIVIL SERVICE PROMOTION EXAMINATION.

PENMANSHIP.

Tuesday, May 15, 1906, from 9.30 to 10.30 a.m.

(The candidates are required to observe the regulations strictly.)

PROGRAMME OF PRINCE'S VISIT.

Value.

100

Prince Arthur of Connaught will arrive at the Union Station, Ottawa, on Saturday afternoon at 5 o'clock, and he will stay in the city until the Friday following. The official programme of the Prince's visit was intimated to-day as follows:—

On arrival at the Union Station, he will inspect the guard of honour, and afterwards will be driven to Government House. The escort will be composed of the 5th Princess Louise Dragoon Guards. On Sunday he will attend divine service at Christ Church Cathedral at 11 a.m.

On Monday the formal ceremonies will be begun. His Royal Highness will drive to the City Hall and receive a civic address punctually at noon. After that he will lunch with Sir Wilfrid and Lady Laurier at their home, Laurier Avenue. In the afternoon he will visit the Old English Fair of St. George's Society, and in the evening there will be a dinner party at Government House.

On Tuesday there will be a visit to the Golf Club, and in the evening another dinner party will be given at Government House, after which the Prince will attend the theatre.

On Wednesday the party will shoot the slide in a lumber boat. At 7.45 o'clock in the evening there will be a dinner at the Rideau Club.

Thursday will be the busiest day. Prince Arthur will lunch with the

CIVIL SERVICE PROMOTION EXAMINATION.

ENGLISH COMPOSITION.

Tuesday, May 15, 1906, from 10.30 a.m. to noon.

(The candidates are required to observe the regulations strictly.)

Value.

- 12
1. Distinguish between the meaning of explicit and express; excite and incite; example and instance, giving one example of each.

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- 10
2. Change the following from the direct to the indirect form of speech:—
Mr. Sheridan spoke as follows:—Whilst I point out the prisoner at the bar as a proper object of punishment, I beg leave to observe, that I do not wish to turn the sword of justice against that man, merely because an example ought to be made; such a wish is as far from my heart as it is incompatible with equity and justice.
- 10
3. Substitute other and appropriate words in the following passages printed in italics:—The Spaniards, while *thus employed*, were *surrounded* by the natives, who *gazed*, in silent *admiration*, upon *actions* which they could not *comprehend*, and of which they did not *foresee* the *consequences*.
- 12
4. Express in your own construction and arrangement the ideas contained in the following:—(a) Every manual labourer may see something analogous to the art by which he earns his livelihood operating among the natural objects by which he is surrounded. (b) The sailor may discover the mysteries of his craft among marine animals.
- 20
5. In the following sentences, mention what figures of speech are used:—
(a) True ease in writing comes from art, not chance, as those move easiest who have learned to dance.
(b) The prodigal robs his heir, the miser robs himself.
- 36
6. Write a letter to a friend, of not fewer than 250 words, on the ‘Development of Canada during the last decade.’

100

CIVIL SERVICE PROMOTION EXAMINATION.

(May, 1906.)

ELEMENTARY ARITHMETIC.

N.B.—No values will be given for answers that are not absolutely correct. The ‘work’ of multiplication and of division must be given.

Values.

- 15
1. Add the following both horizontally and vertically:—

\$8798.57	\$6879.58	\$9748.97	\$9685.88	\$7986.58	\$9467.87
6975.88	7869.85	6595.88	8398.76	9678.95	7887.98
9868.76	8695.78	7988.67	5956.84	6988.78	6578.76
7696.59	5988.49	5879.85	7898.65	8767.67	8876.87
8877.66	8796.85	8685.48	7968.78	8988.78	6989.98
6968.77	7985.79	5978.68	6689.85	7899.67	7777.77
7679.84	6879.85	4789.86	7865.87	8687.89	8976.89
- 10
2. Take 79897×697 from 87695×798 .
- 15
3. Multiply 87989765 by 56798978.
- 15
4. Divide 69769668623993000 by 8764925.
- 15
5. What number multiplied by 68789 will give the same product as 5286916173 multiplied by 97683?
- 15
6. What number divided by 76859 will give the same quotient as 6426598465 divided by 65789?
- 15
7. A had \$738 more than B who had \$849 more than C. A paid \$279 to B and \$379 to C and B paid \$208 to C. How much had A then more than B? How much had he more than C?

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Candidates from the Department of Agriculture may substitute the two following questions for Nos. 4 and 5 above.

- 10 (a) Simplify $3\frac{5}{9} \times 3\frac{3}{4} \div 4\frac{4}{5} - (2\frac{2}{3} + 3\frac{3}{4} + 1\frac{7}{15}) \div 4\frac{2}{5} + 1\frac{7}{7}$ of $5\frac{13}{24} \div (3\frac{3}{4} + 4\frac{4}{5})$.
- (b) Divide $(0.632455532 \times 0.632455532)$ by $(0.87358 \times 0.87358 \times 0.87358)$, correct to three decimal places. (Contracted methods be used.)

 100

GENERAL PAPER.

CIVIL SERVICE PROMOTION EXAMINATION.

May, 1906.

ARITHMETIC.

Values.

- 8 1. What number contains 16.25 as often as 1827 contains 8.19?
- 14 2. A vessel holds $2\frac{1}{18}$ quarts; how many times can it be filled from a barrel containing $31\frac{1}{2}$ gallons of oil? After filling the vessel as often as possible, how much oil will remain in the barrel? What fraction of a vesselful will this quantity be?
- 14 3. Find the weight in pounds avoirdupois of \$318,353 in gold sovereigns, given that 1,869 sovereigns weigh 480 ounces Troy of 480 grains each, that a pound avoirdupois weighs 7,000 grains, and that a sovereign is worth four dollars, eighty-six cents and two-thirds of a cent.
- 10 4. Find the cost of digging out a rectangular cellar 76 ft. long, 32 ft. wide and 8 ft. deep, at 31 cents a cubic yard.
- 14 5. Find the number of square yards in the surface of the walls and ceiling of a room 21 ft. long, 15 ft. wide and 12 ft. 6 in. high.
- 10 6. Find the interest on \$186,325 from 15th May to 4th September, at $7\frac{1}{2}$ per cent.
- 14 7. Find the net amount of the taxes on three houses assessed at \$5,950 each, the tax rate being \$20.62 on the \$1,000, less a discount of 5 per cent for prompt payment.
- 16 8. Find the proceeds of the following note discounted in Ottawa on the 10th of May, 1906, at $6\frac{1}{4}$ per cent, \$18,750.00:

OTTAWA, 5th May, 1906.

One hundred and twenty days after date, we promise to pay to the order of William Henry Ross & Co., eighteen thousand seven hundred and fifty dollars at the Bank of Ottawa here. Value received.

R. G. WESTLEIGH & Co.

 100

SESSIONAL PAPER No. 31

PROMOTION EXAMINATION.

FINANCE DEPARTMENT.

(May, 1906.)

ARITHMETIC.

(This paper must be returned with the candidates answers.)

1. Loans of the Dominion mature as follows:—

November 1, 1906, £2,500,000

May 1, 1907, £2,275,082-14-5

January 1, 1910, £6,443,136- 2-9

What is the equivalent in Canadian currency at par ($9\frac{1}{2}$) of each, and the total in Sterling and Currency of the three?

2. The sum of three million dollars is paid over to a Montreal bank wherewith to purchase Sterling Exchange. Purchases are made as follows:—

£125,000 60/st @ \$4.866

£136,000 “ @ \$9 $\frac{1}{16}$

£149,000 “ @ \$4.869

How much Sterling Exchange @ $9\frac{5}{8}$ will be required to be purchased to complete the transaction?

3. Treasury Bills of the Dominion to the amount of £600,000 are remitted to London for the Dominion account. They fall due on the 28th September and are discounted on the 28th March at $3\frac{1}{8}$ per cent.

What is the amount of the proceeds credited to the Dominion Account in London?

4. An order for \$200,000 in silver coinage is sent to the Mint, London. In executing the order 149,443 ounces of silver are purchased at $26\frac{5}{8}$ pence per ounce; $\frac{1}{8}$ of 1 per cent is allowed for brokerage on the silver so purchased; the Mint charges amount to 3 per cent on the face value of the coinage; the express charges to Canada amount to \$1,817.97.

What is the profit to Canada on the silver so coined?

5. The sum of \$1,500,000 is deposited with the government on the 3th April, 1906, and interest at 3 per cent is allowed thereon.

What is the amount of interest at the close of the fiscal year 1905-6?

6. The salary of a second class clerk is \$1,250 per year from 1st April, 1900. He receives a statutory increase of \$50 thereafter on the 1st April in each year. He is superannuated on the 1st November, 1905, on which date he has served 29 years. He receives an allowance of one-fiftieth of his average salary for the 3 years prior to 1st November for each year's service.

What is the amount of his allowance?

GENERAL PAPER.

CIVIL SERVICE PROMOTION EXAMINATION.

May, 1906.

Value.

SPELLING.

100

Correct the following:—

A third fallt in his scentements is an unnecessary ostintaishun of lernin which likewise occurrs very freekwently. It is sertin that both homer and

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virgil wer mastirs of all the lernin of there times but it shows itself in there wurks after an inderekt and conseald manor. milton seams ambishus of leting us no, buy his ixcurshuns on free-will and preedestinnashun, and his manny glances up on hisstory, astronemy, jograffy and the like, as well as by the terms and fraces he some times makes youss of, that he was akwainted with the hole sirkle of arts and sighences.

if in the last plaice, we cuncider the langwidge of this grate pote, we must alou what i have hinted in a former paipre, that it is offen two much laberd and some times obskewered by olde wurd, transposeeshuns and forren iddyuns, but I have allreaddy appollegized for it in a nother paypre, to which i may further add, that milton's centimints and ideears wer sow wunderfully sublime that it wood hav bean impossable for him to have reppresented them in there ful strength an beauty without haveing recourse to thees forrin asistences. our language sank under him and was unekwel to that greatness of sole which furnished him with such gloareus consephshuns.

The eestern provinses of the dominyon are called the maratime provvinses, manitoba is called the prayrie provvince, and ontario, the banner provvins.

A hoast of voyces will indignently rejoyne that the present age is enfeeriur to the passd neethur in morrel grandyour nor in spirityel helth.

SPECIAL PAPER.

CIVIL SERVICE PROMOTION EXAMINATION.

May, 1906.

Value.

SPELLING—POST OFFICE DEPARTMENT.

100

Correct the following:—

These discripshuns raze a pleezing kind of horer in the mind of the reeder and amuze his immagenashun with the strangeness and noffelty of the persons hoo are represented in them. they bring up in to our memmory the storeys we ha herd in our child hood, and faver those seacret terers and aprehenshuns to witch the mind of man is naterelly subjeck. we are pleesd with surveighing the diferant habbits and behaveyurs of forren countries; how mutch more must we bee delited and supprized when we ar lead, as it wer, in to a nue creeation and sea the persons an maners of annother speeches? men of coled fannsies an fillosoficle disposeeshuns obgekt to this kind of poatery, that it has not probebillity enuff too afekt the immaginashun. butt too thiss it may be answered that we ar shure, in genneral, their ar menny intellekyuel beeings in the Wurld beesides ourselves, and several speashes of spirrits hoo ar subjec to diferent laus and ekonnemeyes from those of man kind; when we sea, theirfor, enny of thees reppresented naterally, we can not luke up on the reppresentaishuns as alltogethr impossable; ney, menny ar preeposest with sutch false opinyons as dispose them too beleave thees pertickler deelooshuns, at least, we have all herd so menny pleesin relashuns in favur of them we do not care for seaing throo the falshude, and willingly give our selves upto so agreeable an imposture.

our fourfathers looked up on Natyure with moar revverns and horror beefore the wurl was enlitend buy lernin an fillosoffy, and loved to a stonnysh them selves with the aprehenshuns of wichcraft, proddigees, charms and enchauntments.

the objekt of irigashun is to utelize the watter of streems, rivirs and cricks buy first impoundin it in resorvors an then leeding it buy cannalls an dittches two the lands that ar to bee wattered for the bennyfit of aggericultshure and farm prodducts in genral.

SESSIONAL PAPER No. 31

DUTIES OF OFFICE.

DEPARTMENT OF PUBLIC WORKS.

Values.

100

1. How long has the present Department of Public Works been in existence?
2. What are the principal branches of the Department and who presides over them?
3. How are the funds provided for the administration of the Department of Public Works?
4. What course is taken when an urgent and unexpected expenditure is required to be made, and there is no appropriation available..
5. What course is taken when property is required to be purchased by the Department, and state what is required to be done from the time the Minister orders the acquisition to the time when the purchase is completed?
6. What is the usual course followed for the carrying of the work from the time an application is made for the same until the work itself is begun, whether the work is by contract or by day's labour?
7. Can a Governor General's Warrant be obtained during the session of Parliament to provide for funds when appropriations are exhausted?
8. How is a property acquired by the Department when the owner is unwilling to sell or will not agree upon the price offered?
9. What is the course followed for the payment of a gratuity to the family of a deceased officer leaving no will and when the gratuity is too small to justify letters of administration being taken for the estate?
10. What decides in last resort on the differences between contractors and the Chief Architect or Chief Engineer as regards contracts executed under their supervision?

DUTIES OF OFFICE—DEPARTMENT OF PUBLIC WORKS.

Values.

100

1. In what year was the Department of Public Works constituted as it exists at present?
2. In what year was the old Department of Public Works established such as it existed prior to the legislation under which it is now carried on?
3. How are the funds provided for the carrying on of the works by the Department?
4. In what manner is effected the payment for contracts performed under the Department?
5. By what body is conveyed the authority for the acquisition of property by the Department?
6. Can the Department dispose of property otherwise than by sale, if so, in what manner?
7. How is property obtained when it is impossible to arrive at an amicable understanding with the owners thereof as to price, etc.?
8. Who is in charge of the correspondence of the Department?
9. What are the different systems on Canadian rivers where works exist for the transmission of timber?
10. Is there any recourse by a contractor for the consideration of a claim when the Department altogether declines to recognize it, and if so describe it?

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DUTIES OF OFFICE—DEPARTMENT OF PUBLIC WORKS.

Values.

100

1. In what year was the collection of slide and boom dues transferred to this Department and what Department was in charge of it before such transfer?
2. Under what authority are made the regulations respecting the transmission of timber through government works?
3. What are the legal means at the disposal of the Department to ensure the collection of tolls?
4. What assistance can the Collector call for to help in the collection of tolls?
5. When timber is seized for non-payment of tolls, on whom lies the burden of proving the payment or that the works were not used?
6. Are the rights of the Crown to collect unpaid tolls or dues affected by any transfer?
7. What happens in connection with the collection of unpaid tolls when there is a *bona fide* sale?
8. How many systems are there in Canada upon which the government owns works for the transmission of timber?
9. Who is the officer in the Department of Public Works in charge of looking after the payment of tolls and dues on slides and booms?
10. In what manner can unpaid and uncollectable dues be written off?

DEPARTMENT OF RAILWAYS AND CANALS.

DUTIES OF OFFICE.

Values.

- 10 1. The department desires to build a dam in the river St. Lawrence, partly in United States waters. State the Canadian procedure necessary before commencement.
- 10 2. How is the National Transcontinental railway being built?
3. What action is to be taken with the following documents received by the department:—
 - 5 (a) A deed of land;
 - 5 (b) A location plan and profile of a subsidized railway;
 - 5 (c) A route map of a railway;
 - 5 (d) Expropriation plans and profiles of a railway.
4. What is necessary
 - 5 (a) To the grant of a compassionate gratuity?
 - 5 (b) To the superannuation of an official?
- 10 5. What action is taken on a contractor's security deposit?
- 5 6. Write a letter to an engineer applying for an appointment, to the effect that he cannot be employed.
- 10 7. Describe, in general terms, the functions of the several branches of the department.
- 15 8. A new station has to be built on the I.C.R. Describe, briefly, the main steps to be taken up to the point of the payment for the work.
- 15 9. At what points on the 'through route' from Lake Superior to Montreal does the U.S.A. use Canadian waters, and at what points does Canada use U.S.A. waters?
- 10 10. A fire occurs on the Intercolonial Railway. What must be proved to establish liability, legally, through negligence?

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- 10 11. A cow is killed on the I.C.R. Describe the main steps requisite before payment can be made.
- 20 12. Write a recommendation to council for the keeping open of the 'through route' canals on Sundays or parts of Sundays for the season of 1906.
- 10 13. What action is necessary to give an I.C.R. advertisement to a newspaper, and to pay for it?

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NOTE.—Brief, but clear answers are required, dispensing with the use of unnecessary words, but carefully covering the *main points*.

The questions are not to be repeated, but to be identified by their *numbers* only.

DEPARTMENT OF RAILWAYS AND CANALS.

Values.

DUTIES OF OFFICE.

- 5 1. A lease has been granted of water-power on a canal for 21 years, renewable 'forever.' What is requisite in order to renewal?
- 10 2. An assistant engineer, after 10 years' service on survey work which is completed, desires a testimonial from the Department. Write one briefly, inventing the facts.
- 10 3. State the various ways in which any now current ordinary subsidy can be paid.
- 20 4. What is the procedure for payment of 'double subsidy?'
(a) Under the provisions of the Subsidy Act;
(b) Under a 'Supplementary Agreement.'
- 10 5. How is the National Transcontinental Railway being built?
- 10 6. Describe, in general terms, the functions of the several branches of the Department
- 15 7. A new station has to be built on the I.C.R.; describe, briefly, the main steps to be taken up to the point of the payment for the work.
- 15 8. At what points on the 'through route' from Lake Superior to Montreal does the U.S.A. use Canadian waters, and at what points does Canada use U.S.A. waters?
- 15 Name the principal railway systems of Canada, giving their terminal points and the chief cities and towns *directly* served.
- 10 10. A fire occurs on the I.C.R. What must be proved to establish liability, legally, through negligence?
- 10 11. A cow is killed on the Intercolonial Railway. Describe the main steps requisite before payment can be made.
12. What action is to be taken with the following documents received by the Department?
(a) A deed of land;
(b) A location plan and profile of a subsidized railway;
(c) A route map of a railway;
(d) Expropriation plans and profiles of a railway.
13. What is necessary—
(a) To the grant of a compassionate gratuity;
(b) To the superannuation of an official.
- 10 14. What action is taken on a contractor's security deposit?

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NOTE.—Brief but clear answers are required, dispensing with the use of unnecessary words, but carefully covering the *main points*. The questions are not to be repeated, but to be identified by their *numbers* only.

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DEPARTMENT OF RAILWAYS AND CANALS.

DUTIES OF OFFICE—LAW CLERK'S BRANCH.

Values.

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| 10 | 1. (a) When did the Department of Railways and Canals come into existence?
(b) Under what department was the work of the Department of Railways and Canals originally carried on?
(c) Name the several branches now under the head of the Department of Railways and Canals.
(d) Name the presiding officer of each branch. |
| 10 | 2. Explain as briefly as possible the process of entering into the different books of this office, the records required to be kept of:
(a) Contracts,
(b) Leases,
(c) Deeds. |
| 10 | 3. (a) What documents, if any, a record of which are kept in this office, are recorded also elsewhere?
(b) In what office or offices are such documents elsewhere recorded? |
| 10 | 4. Describe the routine followed in this office, in connection with security deposits covering contracts. |
| 10 | 5. (a) What is an Order-in-Council?
(b) Explain the steps required to secure the passing of an Order-in-Council.
(c) Where are Orders-in-Council recorded? |
| 10 | 6. (a) What is a railway subsidy contract?
(b) What preliminary steps should be taken to the execution of a railway subsidy contract on behalf of the government? |
| 10 | 7. In what manner is the department provided with funds necessary to carry on its administration? |
| 10 | 8. To what departmental officers are copies required to be forwarded from this office of the following documents:—
(a) Contract on I.C. Ry.
(b) Lease on I.C. Ry.
(c) Lachine canal lease.
(d) Welland canal deed. |
| 10 | 9. Name (a) The termini of the Intercolonial Railway.
(b) The canals in each province. |
| 10 | 10. What is the proper form of the execution of a contract by:
(a) This department.
(b) A firm not incorporated.
(c) An incorporated company.
(d) A municipality. |
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DEPARTMENT OF RAILWAYS AND CANALS.

DUTIES OF OFFICE—ACCOUNTANT'S BRANCH.

Values.

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| 10 | 1. Describe the different methods of payment in the department. |
| 10 | 2. Describe the manner in which the department becomes possessed of funds to pay current expenses. |
| 10 | 3. What returns are furnished monthly to the Auditor General? |

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- 10 4. What class of payments are made after audit by the Auditor General, and in what manner are such payments made?
- 10 5. Under what headings are moneys voted by parliament?
- 10 6. Describe the difference between such headings.
- 20 7. Describe the method dealing with contractors' estimates, from the time they are received in the Accountant's office until the contractors have received payment for same, giving the necessary entries made and the names of the books in which such entries are made.
- 10 8. Name the different officers to whom letters of credit are issued, and for what purposes are they issued?
- 10 9. After cheques have been issued by those officers having letters of credit, describe the procedure followed until the final disposition of such payments.

100

DEPARTMENT OF JUSTICE.

Values.

DUTIES OF OFFICE.

1. What are the duties of the Minister of Justice:
- 15 (b) as Attorney General of Canada?
- 15 (a) as such;
- 10 2. What divisions or branches of the public service are under the control of the Minister of Justice?
- 5 3. What cases go to the departmental register and docket, respectively?
- 5 4. What is the delay for reporting on provincial Acts, with a view to their allowance or disallowance?
- 10 5. What federal and provincial judges are appointed by the Governor General in Council on the recommendation
- (a) of the Minister of Justice?
- (b) of the Prime Minister?
- 10 6. What appropriations are under the control of the department?
7. Describe the course followed:
- 5 (a) on a reference from another department for advice:
- 5 (b) on a request for the purchase or expropriation of land for a public purpose.
8. Describe the action on a request for extradition
- 5 (a) from a foreign state;
- 5 (b) to a foreign state.
9. How is a petition for clemency dealt with
- 5 (a) in capital cases?
- 5 (b) in other cases?

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PROMOTION EXAMINATION.

CORRESPONDENCE REGISTRATION BRANCH, DEPARTMENT OF THE INTERIOR, OTTAWA.

Value.

Duties of Office Paper for Mr. W. Bailey.

100

1. Name the branches of the department to which mail is daily distributed from the Correspondence Registration Branch, and give the names of the officers in charge.

2. A homesteader writes to the department, inclosing a declaration of abandonment. Describe its course through the branch and name the branches to which it should be sent.
3. The Deputy Commissioner of Dominion Lands hands you a telegram from Jacob Smith of the S.W. 14-9-18 W. 1., that he wishes to make second entry. Under what conditions would his application be considered? What would be your duty as an official with respect to the telegram?
4. It is possible to classify the correspondence of the department. What would you consider a suitable division, and to what branch or branches should each division be sent?
5. Describe minutely the course of a letter through the branch (a) when the file number is cited, (b) when land only is given, (c) when neither file number nor land is given.

PROMOTION EXAMINATION.

Values.

DEPARTMENT OF THE INTERIOR.

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| 10 | 1. What matters are administered by the Timber and Mines Branch of the Department of the Interior? |
| 15 | 2. Give the location of the grazing district in Alberta and Saskatchewan, and describe the character of the district. |
| 20 | 3. Describe the method of dealing with an application for a lease for grazing purposes. |
| 20 | 4. State the chief terms of such a lease. |
| 10 | 5. What are the reasons for disposing of lands in the grazing district by lease? |
| 10 | 6. What is a hay permit? From what office is it issued? What are the charges for such a permit? |
| 10 | 7. What special provision has been established in regard to sheep grazing, and why? |
| 5 | 8. What is a 'closed' lease? |

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DEPARTMENT OF INDIAN AFFAIRS.

Values.

DUTIES PAPER.

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| 15 | 1. Describe the method of registration followed in the department. |
| 10 | 2. Give a precis of the letter herewith, marked 'A.' |
| 5 | 3. Index this letter under all headings. |
| 10 | 4. What action is necessary on a land return received in the department? |
| 10 | 5. What action is necessary on a surrender received in the department? |
| 10 | 6. Name and locate the principal Indian industrial schools. |
| 15 | 7. Have treaties been made with British Columbia Indians? What is the difference in tenure of Indian reserves outside and inside the railway belt in British Columbia? |
| 5 | 8. What is the total Indian population of Canada? |
| 5 | 9. Give definition of the word 'Indian' under the Indian Act. |
| 10 | 10. What preliminary steps are necessary before an Indian can become enfranchised? |
| 5 | 11. Give names and addresses of inspectors of Indian agencies. |

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SESSIONAL PAPER No. 31

'A.'

HOBBEWA AGENCY, PONOKA, ALBERTA,

January 1, 1906.

The Secretary
Of the Department of Indian Affairs,
Ottawa.

SIR,—I have the honour to forward a report on the progress and condition of the Indians under my charge.

I am much pleased to be able to report that the Indians of this agency are more comfortable this winter than ever before. They had a fair crop of grain and roots, which will be of great assistance to them during the winter. Many families have stored with me seed wheat for the coming spring which is a move in the right direction and shows a willingness to try and do better. The climate here is not very good for wheat, but I encourage them to keep on. The crop this year was good and helps me to convince them that wheat can be grown if not quite so good as further east it can be made into flour for them.

I am glad to report that I have pushed on four hundred Indians to be self-supporting in the following manner: Raising crops of grain and roots, raising cattle, fishing, hunting and driving logs. A few also work in the saw-mills at Ponoka and a few have been out freighting for the new branch railway from Lacombe. They also sell hay and wood.

These self-supporting Indians have been working hard during hay and harvest time and are now just done threshing, and their grain turned out well, which will no doubt encourage them to put in a larger acreage next spring.

These Indians have raised 2,400 bushels of wheat and 3,323 bushels of oats.

They cut and stacked 4,571 tons of hay to feed their cattle, and will have some for sale.

They have built 11 houses for themselves and families; they will be very comfortable this winter.

I may say that I have about 130 semi-destitute, consisting of aged people of both sexes, who are able to do a little towards self-support, such as fishing, hunting rats and rabbits in season, and saw a little wood in the towns.

I have also 180 old and destitute, who are able to do nothing to help themselves, made up of very old men and women, lame and blind, and otherwise crippled; there are also a number of these destitute very sick, chiefly suffering from consumption, rheumatism, and other diseases which follow a wornout system or general debility caused by old age.

I have much pleasure to be able to report that my Indians have been very successful this year in raising cattle, they have lost less than one per cent by sickness or accident, and have branded 215 calves, which is good showing. These Indians have put into my storehouse, to be returned to them in small quantities, being for self-support, 24,549 lbs. of beef, and sold the following quantity to the department for destitute Indians, employees and Indian workers, 23,612 lbs. All their cattle are in good condition, well housed with plenty of hay and water handy to their stables, and are being well looked after. All the calves are taken from the cows to be weaned and kept by themselves during winter. In many cases wells are sunk to water the calves, so that they are not taken out of their stables in stormy weather.

This also is an improvement and will show that these Indians are taking more interest in the cattle industry; the only drawback here is that the winters are so long that it takes a very large quantity of hay to carry so many cattle as these Indians have through the long winters—we generally have to feed cattle for five months. I might say that these Indians are never short of hay. They have some hay in stack since last year as it was not required last spring. They also put up a quantity for sale which came

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in handy for them to buy tea, tobacco and clothing for themselves so as to make them comfortable during the very cold weather we have in this part of the country.

Before I close this report I wish to state that I have been ably and faithfully assisted by my staff in carrying out the wishes of the department in a general way both for the benefit of the Indians and the department.

I have the honour to be, sir,

Your obedient servant,

W. S. GRANT,
Indian Agent.

DEPARTMENT OF INDIAN AFFAIRS.

DUTIES PAPER.

Values.	
5	1. What is the total Indian population of Canada?
5	2. Give definition of the word 'Indian.'
5	3. Define the expression 'reserve.'
10	4. Define the expression 'Indian lands.'
10	5. What amount is on deposit in the Indian Trust Fund, and what is the rate of interest paid?
10	6. State the procedure followed in drawing cheques.
10	7. How many Indian annuitants are there in Manitoba and the Northwest? At what rate are they paid?
5	8. What is meant by commutation of annuity?
5	9. Describe the action on a Northwest Territory voucher before it reaches the Audit Office.
5	10. What grant is made for pupils at boarding schools in the Northwest?
10	11. Explain the system of bookkeeping in accounting for parliamentary appropriations. Give statement required by the Auditor General. What are the requirements with reference to vouchers?
10	12. To what accounts are the following items charged:— Travelling expenses, British Columbia. Inspector Macrae's and Inspector Conroy's salaries. Freight on mission clothing. Medical attendance, Treaty No. 7. Horses and wagons for agents. Horse-rakes and mowers for Indians. Travelling expenses of agents when making annuity payments.
10	13. How often is it necessary to take a trial balance of your ledger? Explain the reasons for taking a trial balance, and the method followed.
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PROMOTION EXAMINATION.

DEPARTMENT OF AGRICULTURE—DUTIES OF OFFICE.

Values.	
10	1. Define the technical meaning of 'referred' and 'transferred' as pertaining to letters or documents between the several departments.
10	2. What are your special duties?
10	3. Give, so far as you are able, the various subjects which pertain to the Department of Agriculture.

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- 10 4. When was the Department of Agriculture organized, and by what Act?
- 10 5. How many branches are there in the department?
- 10 6. Can you name them?
- 10 7. How many divisions are there in the Dairy Commissioner's Branch?
- 10 8. State the different statistics entrusted to the Department of Agriculture for examination and compilation.
- 10 9. What are the votes usually granted for the expenditure of the Department of Agriculture, and the nature of the services for which they are intended?
- 10 10. Write a letter in answer to an inquiry whether the department proposes enforcing certain regulations in full or if any exceptions can be made.

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DEPARTMENT OF CUSTOMS.

DUTIES OF OFFICE FOR FIRST OR SECOND-CLASS CLERKS.

Value.

1. What is the instrument used in testing sugar for duty purposes?
2. By what instruments are wines, spirits or alcoholic liquors tested as to their relative strength of proof?
3. What portion of the labour of a country admitted to the benefits of the preferential tariff is required under Customs Regulations to extend to manufactured articles presented for Customs entry in Canada under the preferential tariff?
4. In doubtful cases, how may the rate of duty payable on particular goods be declared under the Customs Act, if there be no previous decision?
5. In what currency must invoices of imported goods, for Customs entry, be made out?
6. What percentage of the duty paid on goods used in Canadian manufactures may be refunded as drawback upon the exportation of such manufactures from Canada?
7. In respect of what markets are goods subject to an ad valorem rate to be valued for duty purposes?
8. What class of Customs officers are authorized to make seizures of goods for contravention of the Customs laws?
9. State the rebate of duty authorized in respect of goods admitted to entry under the British Preferential Tariff in Canada.
10. State the amount of the surtax imposed on goods the produce or manufacture of Germany when imported into Canada.

PROMOTION EXAMINATION.

May, 1906.

DEPARTMENT OF CUSTOMS.

Duties of Office for Tide Surveyor or Chief Landing Waiter.

Value.

1. State the class of Customs officers authorized to make seizures for contravention of the Customs laws.
2. At what places only may imported goods be brought into Canada?
3. How far from the anchorage ground may a vessel be boarded by an officer of Customs?
4. When shall the master of a vessel report at the Customs when arriving from a port or place out of Canada?

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5. During what hours may goods be unladen from any vessel arriving at any port or place in Canada?
6. If a vessel departs from any port or place in Canada without a clearance, what penalty does the master of vessel incur?
7. How may goods be dealt with when found on board any vessel or landed, and not reported?
8. Within what time must goods be entered at the Custom House after being conveyed to a Customs warehouse, and how may they be then dealt with?
9. Under what conditions may free or duty paid goods be stored in Customs warehouses of class 2 or 3?
10. In what size package may distilled spirits (not in glass) be imported from the United States?

PROMOTION EXAMINATION.

DEPARTMENT OF TRADE AND COMMERCE—DUTIES OF OFFICE.

(Value, 10 marks for each question. Ten questions only to be answered.)

Value.

1. What public services are administered by the Department of Trade and Commerce? State briefly the purpose of each.
2. What was the aggregate trade of Canada in round numbers during the fiscal year 1905, with
 - (a) The British Empire.
 - (b) All other countries.
3. What was the total trade of Canada in round numbers during the fiscal year 1905, with
 - (a) The United Kingdom.
 - (b) The United States.
 - (c) France.
4. To what British and foreign countries does the Canadian government subsidize steamship services, either in whole or in part?
5. In what provinces of the Dominion were no steamship subsidies paid by the federal government during the last fiscal year?
6. Has Canada any trade treaties in force? If so name the countries participating in them.
7. Through what official channels would the correspondence usually have to pass to reach the Department of Trade and Commerce, were any foreign country desirous of opening negotiations with Canada for the purpose of entering into a trade agreement?
8. (a) In what year was the present Chinese Immigration Act passed?
 (b) What is the capitation tax charged under that Act?
 (c) What persons are exempt from the capitation tax?
9. In what countries and British colonies has Canada commercial agents, and what is the chief duty of these officials? State the specific location of each agency.
10. (a) To what country did Canada export the greatest amount in value during the last fiscal year?
 (b) From what country did Canada import the greatest amount during the last fiscal year?
 (c) Give roughly the amount in each of the above.
11. Name the various commodities at present entitled to a Dominion government bounty, and give the rate of bounty on each.
12. What countries or British colonies are at present entitled to the benefits of Canada's Preferential Tariff?

SESSIONAL PAPER No. 31

MILITIA AND DEFENCE.

Values.

DUTIES OF OFFICE—ACCOUNTANT'S BRANCH.

1. Describe the various books used in the Accountant's Branch.
2. Name the principal appropriations and their subheads.
3. Give a list of the statements required to be made up:
 - (a) daily.
 - (b) monthly.
4. How are funds obtained for payment of claims?
5. Are letters of credit issued by the Receiver General to other than the Deputy Minister and the Accountant? If so, to whom?
6. How are funds accounted for? Are they always placed to the credit of the appropriation?
7. Give example of form of certificate for
 - (a) work performed.
 - (b) supplies furnished.
8. Do the cheques issued by the department come back to the department? If not, where do they go eventually, and how are they accounted for?
9. What proof of payment does the department furnish the Auditor General in connection with claims?
10. Give a list of the higher commands and the districts they comprise.

DEPARTMENT OF MILITIA AND DEFENCE.

Value.

DUTIES OF OFFICE—CHIEF CLERK'S DIVISION.

- 10 1. To whom should papers relating to the following subjects be sent from the central registry:—
 - (a) Rent for land.
 - (b) Suitability of a proposed site for a rifle range.
 - (c) Locating site for battery for defence of Vancouver.
 - (d) Importance of Sault Ste. Marie from a strategic point of view.
 - (e) Application for a new Army Service Corps company.
- 10 2. What are the regulations governing the despatch of a secret document? How are secret documents handled to ensure secrecy?
- 10 3. Who comprise the staff of the Western Ontario command?
- 10 4. What is the object of the 'bring forward register,' and what are the duties of the clerk in charge in connection therewith?
- 10 5. Name the various branches and divisions of the department, and heads thereof.
- 10 6. Name the various units of the permanent force, and where they are stationed.
- 10 7. What are the duties of the tally clerk, and state what errors may be detected by this system?
- 10 8. Name the military districts, the commands to which they belong, and the names of the district officers commanding.
- 5 9. At what places were camps of instruction held last year?
- 5 10. When are false jackets used; how recorded, and what is finally done with them?
- 10 11. What are the duties of the recording clerk; what errors should he rectify?

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MILITIA AND DEFENCE.

DUTIES OF OFFICE—ADJUTANT GENERAL'S BRANCH.

Values.

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| 10 | 1. Name the several branches of the service in order of precedence. |
| 25 | 2. Enumerate in detail, the duties allotted to the Adjutant General, and state the chief duties allotted to the other members of the Militia Council. |
| 5 | 3. State the districts comprised in each of the higher commands, and give briefly the boundaries of each command. |
| 10 | 4. What are the two divisions into which the militia is divided under the Militia Act, and how are they raised? |
| 5 | 5. What is the period of enlistment for n.c.o. and men in the active militia? |
| 5 | 6. State where the Royal Schools of Instruction are located, according to arm of service. |
| 15 | 7. When the militia are called out in aid of the civil power, <ul style="list-style-type: none"> (a) Under whose command are the troops? (b) What action is necessary upon the part of the civil authorities before the troops can be called out? (c) How are the expenses connected with the calling out of the troops to be met prior to payment by the municipality? |
| 5 | 8. In whom is the command in chief of the militia vested, and how is it exercised? |
| 5 | 9. Should Mr. C——, residing in Carleton Place, desire to raise a militia unit, and make application direct to headquarters to that effect, state as briefly as possible, all action taken in the matter. |
| 5 | 10. In the event of an application for a pension being received from a member of one of the Canadian contingents raised for service in South Africa, state fully action to be taken before grant of pension. |
| 10 | 11. State briefly the rules governing the granting of leave of absence to <ul style="list-style-type: none"> (a) Officers of the permanent force, including staff officers employed at headquarters. (b) Officers of the active militia. |
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DEPARTMENT OF PUBLIC PRINTING AND STATIONERY.

DUTIES OF OFFICE—PRINTING BRANCH.

Values.

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| 10 | 1. What is the difference between type cast on the point system and the ordinary system? |
| 5 | 2. Distinguish between plain, tabular and catalogue matter. |
| 5 | 3. How would you measure a page which has side and foot notes? |
| 10 | 4. Measure the accompanying form 'D,' and give the result in ems. State the size of type, and whether measured as plain, catalogue or tabular. |
| 15 | 5. Of the accompanying pamphlet marked 'E' 5,000 were printed. Give the following particulars: Size of pamphlet; size of type used; number of ems in a page; total number of ems in the whole pamphlet. State also how many ems each of plain, tabular and catalogue; the number of forms; the number of tokens of presswork; number of sections to be gathered and stitched; quantity of paper required for the whole work exclusive of cover, allowing 2 per cent for waste. |
| 5 | 6. How many times would the accompanying sheet marked 'E' have to go through a ruling machine having a striking attachment? |

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- 5 7. What are the regulations under the last Order in Council for making cheque books?
- 10 8. If a book set in nonpareil makes 500 pages, how many will it make if set in pica?
- 15 9. A book contains 500 pages $8\frac{1}{4}$ by 5 inches of type, 300 are plain long primer, 100 catalogue long primer, and 100 are tabular in minion; state—
 (a) The number of ems plain, catalogue and tabular respectively, the total of the whole, and the number of ems in a full page of each size of type used.
 (b) The quantity of paper required for 1,000 copies, with 2 per cent for waste.
 (c) The cost of paper, 60 lbs. per ream of double royal, at 4 cents.
- 10 10. A book contains 5,000 pages royal 8vo., and the paper used is double royal, 60 lbs., at 4 cents a lb. What is the cost of the paper in it?
- 10 11. Stereotype plates were made for a book of which the type measurement was 5×8 . The price charged was $2\frac{1}{2}$ cents per square inch, and the aggregate was 6,400 square inches. How many pages were in the book, what was the cost per page, and the total cost?

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DEPARTMENT OF PUBLIC PRINTING AND STATIONERY

DUTIES OF OFFICE—ACCOUNTANT'S BRANCH.

Values.

- 5 1. How is the cost of work done at the Bureau arrived at?
- 5 2. How is the Bureau recouped for its expenditure?
- 10 3. What are the rates per line for advertising in the *Canada Gazette*?
- 10 4. What size of type is used in the *Canada Gazette*, and how many words are counted to a line?
- 10 5. Name the usual sizes of type between Pica and Pearl, and give their equivalents in the point system.
- 15 6. Measure the pamphlet marked 'A' and give the number of ems per page, the total number of ems and the quantity of double royal paper required for 1,000 copies.
- 10 7. What is the difference between a half tone and a line cut and how are they measured?
- 10 8. What is the difference between lithography and plate engraving?
- 5 9. How is map mounting measured?
- 5 10. What are the regulations of the Order in Council concerning the making of blank cheques and cheque books?
- 5 11. What is the distinction between productive and unproductive hands in a factory?
- 10 12. What are the precautions taken to prove the receipt of goods and to check the reasonableness of the prices paid?

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DEPARTMENT OF PUBLIC PRINTING AND STATIONERY.

DUTIES OF OFFICE—STATIONERY DEPARTMENT.

Values.

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| 5 | 1. What is the printing paper made of which is used in the blue books? |
| 10 | 2. What tests of papers are made at the Bureau, and is there any deleterious ingredient specially guarded against? |
| 10 | 3. In the absence of all mechanical appliances, how would you rate the value of a paper, and what qualities would you particularly think it necessary a paper should possess? |
| 5 | 4. In the samples marked 'A' distinguish the hand-made and machine-made papers, and state shortly the supposed superior qualities of hand-made papers. |
| 10 | 5. What is the meaning in the paper trade of the expressions: retree, perfect paper, mill finish, run of the mill, loft dried? |
| 10 | 6. Describe the paper used for statutes, blue books, <i>Canada Gazette</i> , respectively, as if you were ordering a supply. |
| 5 | 7. Are there any statutory conditions to control the King's Printer in purchasing printing paper? |
| 5 | 8. How many quires are there in a folio book of 1,000 pages? |
| 5 | 9. What is the cause of the absorbent quality of blotting paper? |
| 10 | 10. What are the ingredients of the most durable writing ink? |
| 5 | 11. Are there any special precautions to be taken in carrying a stock of rubber bands? |
| 10 | 12. Are there any restrictions or limitations as to the articles of stationery which can be requisitioned for by a Deputy Minister? |
| 10 | 13. If a member of parliament requires extra copies of his speech, made in the House of Commons, how can he procure them, and what are the duties in connection therewith? |
-

100

AUDITOR GENERAL'S OFFICE.

DUTIES OF OFFICE.

Value.

100

Give your interpretation of some of the sections of the Audit Act from 21 to 59, inclusive, which have been the subject of controversy in the past.

Suggest amendments to these sections, to make them more efficient in connection with the class of work on which you are engaged.

SESSIONAL PAPER No. 31

PROMOTION EXAMINATION.

FINANCE DEPARTMENT.

May, 1906.

(This paper must be returned with the candidate's answer.)

Give a brief account of the following subjects, and explain how the departmental work connected therewith is carried on.

Value.

100

1. Subsidies to provinces—
 - (a) Under British North America Act.
 - (b) Changes since Confederation.
 - (c) Allowances to Alberta and Saskatchewan.
2. Balance sheet—
 - (a) What it represents—debt and credit side.
 - (b) Chief headings of assets.
 - (c) Chief headings of liabilities.
 - (d) How prepared for publication in the *Canada Gazette*.
3. Consolidated Fund—
 - (a) Revenue.
 - (b) Expenditure.
 - (c) What other use is made of term Consolidated Fund?
 Capital expenditure.
4. Estimates—
 - (a) Various classes.
 - (b) Method of preparation.
 - (c) Stages to be passed in the House of Commons until they become supply.
 - (d) How released to the treasury and to the expending departments.
5. Letters of credit—from time of application therefor by department until account is adjusted with the bank.
6. Annual Blue Books published by department.
7. Treasury Board.
8. Payments—
 - (a) By Receiver General's cheque.
 - (b) By letter of credit cheque.
 - (c) From what documents are the entries made in each case in the appropriation ledger?
9. What are the various ways by which the Dominion is authorized to raise loans?
10. Payment of superannuation allowances and judges' salaries—explain method of payment, and how brought to account in the Finance Department books.
11. Bank receipts for revenue.

POSTAGE STAMP BRANCH—POST OFFICE DEPARTMENT—DUTIES OF OFFICE.

Values.

- | | |
|----|---|
| 10 | 1. What are the several rates on newspapers printed or published in Canada? |
| 10 | 2. What are the different means provided by the department for the transmission of money, and what are the characteristic advantages of each? |

- 10 3. What measures are open to the department for the recovery of postage due on an insufficiently prepaid letter?
- 10 4. Under what circumstances is a mail contractor allowed additional compensation, and on what principle is the addition, if allowed, fixed?
- 5 5. For what period after the resignation of a Postmaster may his sureties be held responsible to the department for his default while in office?
- 10 6. What are the classes into which domestic mail matter is divided? Mention shortly the matter included in each class.
- 5 7. What is the practice of the Post Office regarding letters addressed to initials?
- 10 8. What inclosures, if any, are allowed in newspapers sent by publishers to subscribers? Is there any change in the postage rate on the newspapers containing inclosures?
- 10 9. What is the postal necessity for the $\frac{1}{2}$ -cent stamp? Give briefly, arguments *pro* and *con* in respect of its retention or abolition?
- 10 10. Are there any restrictions on the sale of stamps in Canada? If so, state them, and also mention to whom the function of sale is limited.
- 10 11. How are postage stamps supplied distributed to Post Offices? What are the main arrangements by which the distribution is effected,—that is, the centre or centres of supplies for the different classes of offices, and the conditions of obtaining supplies?

 100

CLERKS IN MAIL CONTRACT BRANCH—POST OFFICE DEPARTMENT—DUTIES OF OFFICE.

 Values.

- 10 1. What are the several rates on newspapers printed or published in Canada?
- 10 2. What are the different means provided by the Department for the transmission of money, and what are the characteristic advantages of each?
- 10 3. What measures are open to the Department for the recovery of postage due on an insufficiently prepaid letter?
- 10 Under what circumstances is a mail contractor allowed additional compensation, and on what principle is the addition, if allowed, fixed?
- 5 5. For what period after the resignation of a Postmaster may his sureties be held responsible to the Department for his default while in office?
- 10 6. What are the classes into which domestic mail matter is divided? Mention shortly the matter included in each class.
- 5 7. What is the practice of the Post Office regarding letters addressed to initials?
- 10 8. What inclosures, if any, are allowed in newspapers sent by publishers to subscribers under the statutory postage rates? Is there any change in the postage rate on the newspapers containing inclosures?
- 10 9. Outline the several steps taken by the Department in advertising, awarding and entering into contracts for mail service.
- 10 10. Under what conditions may a contract be (a) renewed, (b) transferred, (c) terminated before the date of its expiration.
- 10 11. What are the principal conditions stipulated in the regular contracts for mail service by land?

 100

SESSIONAL PAPER No. 31

FOR POSTAL STORES BRANCH—POST OFFICE DEPARTMENT—DUTIES OF OFFICE.

Values.

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- | | |
|----|---|
| 10 | 1. What are the several rates on newspapers printed or published in Canada? |
| 10 | 2. What are the different means provided by the Department for the transmission of money, and what are the characteristic advantages of each? |
| 10 | 3. What measures are open to the Department for the recovery of postage due on an insufficiently prepaid letter? |
| 10 | 4. Under what circumstances is a mail contractor allowed additional compensation, and on what principle is the addition, if allowed, fixed? |
| 5 | 5. For what period after the resignation of a Postmaster may his sureties be held responsible to the Department for his default while in office? |
| 10 | 6. What are the classes into which domestic mail matter is divided? Mention shortly the matter included in each class. |
| 5 | 7. What is the practice of the Post Office regarding letters addressed to initials? |
| 10 | 8. What inclosures, if any, are allowed in newspapers sent by publishers to subscribers under the statutory postage rates? Is there any change in the postage rate on the newspapers containing inclosures? |
| 10 | 9. What articles of stationery are issued by the Department to Post Offices other than of cities, and for what different purposes are such articles required to be used? |
| 10 | 10. Specify different classes of Post Offices, and the different divisions of the inside and outside services of the Department which are supplied with stores through the Postal Stores Branch. |
| 10 | 11. In what cities is delivery by Letter Carrier in force? |
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100

SAVINGS BANK BRANCH—POST OFFICE DEPARTMENT—DUTIES OF OFFICE.

Values.

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- | | |
|----|---|
| 10 | 1. What are the several rates on newspapers printed or published in Canada? |
| 10 | 2. What are the different means provided by the Department for the transmission of money, and what are the characteristic advantages of each? |
| 10 | 3. What measures are open to the Department for the recovery of postage due on any insufficiently prepaid letter? |
| 10 | 4. Under what circumstances is a mail contractor allowed additional compensation, and on what principle is the addition, if allowed, fixed? |
| 5 | 5. For what period after the resignation of a Postmaster may his sureties be held responsible to the Department for his default while in office? |
| 10 | 6. What are the clauses into which domestic mail matter is divided? Mention shortly the matter included in each class. |
| 5 | 7. What is the practice of the Post Office regarding letters addressed to initials? |
| 10 | 8. What inclosures, if any, are allowed in newspapers sent by publishers to subscribers under the statutory postage rates? Is there any change in the the postage rate on the newspapers containing inclosures? |
| 10 | 9. How do Postmasters bring deposits they receive to debit of their accounts and how are such debits verified by the Department? |

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- 10 10. A depositor, holding an account in his own name, asks to have his wife's name added, what steps are necessary to meet his wishes?
- 10 11. What is the method of making repayment to a depositor who is resident abroad, or who through sickness or other cause is unable to appear at Savings Bank Post Office?

100

MONEY ORDER BRANCH—POST OFFICE DEPARTMENT—DUTIES OF OFFICE.

Values.

- 10 1. What are the several rates on newspapers printed or published in Canada?
- 10 2. What are the different means provided by the Department for the transmission of money, and what are the characteristic advantages of each?
- 10 3. What measures are open to the Department for the recovery of postage due on any insufficiently prepaid letter?
- 10 4. Under what circumstances is a mail contractor allowed additional compensation, and on what principle is the addition, if allowed, fixed?
- 5 5. For what period after the resignation of a Postmaster may his sureties be held responsible to the Department for his default while in office?
- 10 6. What are the clauses into which domestic mail matter is divided? Mention shortly the matter included in each class.
- 5 7. What is the practice of the Post Office regarding letters addressed to initials?
- 10 8. What inclosures, if any, are allowed in newspapers sent by publishers to subscribers under the statutory postage rates? Is there any change in the the postage rate on the newspapers containing inclosures?
- 10 9. If a sorter should find two orders of the same number, or the original and a duplicate of the same order, what action should he take, and why?
- 10 10. Describe in full detail the treatment of paid United States Orders from the time they are passed by the adding machines from the Postmasters' Accounts until they are sent to the Auditor at Washington.
- 10 11. The Money Order balance against Canada in the business with the United Kingdom is about £5,000 per week. How are remittances made on account and what would be the cost of a draft for £4,500 with exchange at $9\frac{1}{2}$ per cent advance?

100

ACCOUNTANT'S BRANCH—POST OFFICE DEPARTMENT—DUTIES OF OFFICE.

Values.

- 10 1. What are the several rates on newspapers printed or published in Canada?
- 10 2. What are the different means provided by the Department for the transmission of money, and what are the characteristic advantages of each?
- 10 3. What measures are open to the Department for the recovery of postage due on any insufficiently prepaid letter?
- 10 4. Under what circumstances is a mail contractor allowed additional compensation, and on what principle is the addition, if allowed, fixed?
- 5 5. For what period after the resignation of a Postmaster may his sureties be held responsible to the Department for his default while in office?
- 10 6. What are the clauses into which domestic mail matter is divided? Mention shortly the matter included in each class.

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- 5 7. What is the practice of the Post Office regarding letters addressed to initials?
- 10 8. What inclosures, if any, are allowed in newspapers sent by publishers to subscribers under the statutory postage rates? Is there any change in the the postage rate on the newspapers containing inclosures?
- 10 9. What are the instructions of an Accounting Office, which does not use a Bank on the spot, as regards the disposal of the surplus cash? What risk does a Postmaster run in the event of loss by fire or burglary of cash improperly withheld?
- 10 10. What are the principal points of difference between a cheque issued by the Department and a Salary Warrant?
- 10 11. (a) Is a Postal Note payable on presentation irrespective of the time which may have elapsed since its issue?
- (b) Under what conditions are Canadian Postal Notes payable in the United States?

 100

SECRETARY'S BRANCH—POST OFFICE DEPARTMENT—DUTIES OF OFFICE.

 Values.

- 10 1. What are the several rates on newspapers printed or published in Canada?
- 10 2. What are the different means provided by the Department fro the transmission of money, and what are the characteristic advantages of each?
- 10 3. What measures are open to the Department for the recovery of postage due on any insufficiently prepaid letter?
- 10 4. Under what circumstances is a mail contractor allowed additional compensation, and on what principle is the addition, if allowed, fixed?
- 5 5. For what period after the resignation of a Postmaster may his sureties be held responsible to the Department for his default while in office?
- 10 6. What are the clauses into which domestic mail matter is divided? Mention shortly the matter included in each class.
- 5 7. What is the practice of the Post Office regarding letters addressed to initials?
- 10 8. What enclosures, if any, are allowed in newspapers sent by publishers to subscribers under the statutory postage rates? Is there any change in the postage rate on the newspapers containing enclosures?
- 10 9. On what points must the Department be satisfied before it will make good an alleged loss from an insured letter?
- 10 10. What correspondence may pass through the Post Office in Canada *free of Canadian postage*?
- 10 11. Write a letter to a Postmaster in answer to his inquiry for information as to the characteristics of a "Sample of Merchandise," telling him fully what may and what may not pass under this heading and what writing, if any, is permitted with the packet.

 100

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DEAD LETTER BRANCH—POST OFFICE DEPARTMENT—DUTIES OF OFFICE.

Values.

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- 10 1. What are the several rates on newspapers printed or published in Canada?
- 10 2. What are the different means provided by the Department for the transmission of money, and what are the characteristic advantages of each?
- 10 3. What measures are open to the Department for the recovery of postage due on any insufficiently prepaid letter?
- 10 4. Under what circumstances is a mail contractor allowed additional compensation, and on what principle is the addition, if allowed, fixed?
- 5 5. For what period after the resignation of a Postmaster may his sureties be held responsible to the Department for his default while in office?
- 10 6. What are the clauses into which domestic mail matter is divided? Mention shortly the matter included in each class.
- 5 7. What is the practice of the Post Office regarding letters addressed to initials?
- 10 8. What inclosures, if any, are allowed in newspapers sent by publishers to subscribers under the statutory postage rates? Is there any change in the postage rate on the newspapers containing inclosures?
- 10 9. Give the treatment accorded a letter received at Dead Letter Office prepaid with a soiled stamp?
- 10 10. What treatment would be given a parcel addressed to Germany which was received at the Dead Letter Office for want of the necessary declaration and insufficiently prepaid?
- 10 11. May insufficiently prepaid newspapers be forwarded to destination? If so, how are same treated?
-

100

RAILWAY MAIL SERVICE BRANCH—POST OFFICE DEPARTMENT—DUTIES OF OFFICE.

Values.

-
- 10 1. What are the several rates on newspapers printed or published in Canada?
- 10 2. What are the different means provided by the Department for the transmission of money, and what are the characteristic advantages of each?
- 10 3. What measures are open to the Department for the recovery of postage due on any insufficiently prepaid letter?
- 10 4. Under what circumstances is a mail contractor allowed additional compensation, and on what principle is the addition, if allowed, fixed?
- 5 5. For what period after the resignation of a Postmaster may his sureties be held responsible to the Department for his default while in office?
- 10 6. What are the clauses into which domestic mail matter is divided? Mention shortly the matter included in each class.
- 5 7. What is the practice of the Post Office regarding letters addressed to initials?
- 10 8. What inclosures, if any, are allowed in newspapers sent by publishers to subscribers under the statutory postage rates? Is there any change in the postage rate on the newspapers containing inclosures?
- 10 9. What information should be given in the Railway Mail Clerks' 'Weekly Reports?'

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- 10 10. Give names of the different Superintendents and Acting Superintendents in the Railway Mail Service of Canada; and also the Districts over which they have supervision.
- 10 1. When application is received for the using of a new railway for mail purposes, or when an increased mail service is requested for a Post Office served by railway, what course must be followed in the Office of the Controller of the Railway Mail Service?

100

SPECIAL PROMOTION EXAMINATION.

SCHOOL LANDS BRANCH.

(For Geo. H. Newcomb.)

Values.

- 5 1. School lands are withdrawn from the right of homestead entry. Is there any exception to this provision?
- 10 2. Can school lands be sold in any other way than by public auction? If so, state how.
- 5 3. By whom are school lands administered?
- 10 4. State in general the terms of payment for school lands.
- 10 5. What is the nature of the proviso in the Dominion Lands Act with regard to the sale of school lands in subdivisions or town lots?
- 10 6. Describe how school land moneys are invested.
- 10 7. Describe the *modus operandi* to be followed when a sale of school lands has been decided upon.
- 5 8. State what is the average price which has been obtained for school lands in Manitoba and the Northwest Provinces within the past five years.
- 10 9. Describe upon what terms and conditions school lands may be leased for grazing purposes in Manitoba and the Northwest Provinces; also for hay cutting purposes.
- 10 10. The Railway Act provides that a railway company may acquire such lands as may be necessary for the purposes of railway. Does this apply to school lands and what is the practice of the Department in regard to applications of this kind from a railway company.
- 5 11. May school lands be leased for any other purposes than for hay cutting and grazing? If so, state for what purposes.
- 10 12. The establishment of the two new provinces of Saskatchewan and Alberta involved certain changes in the school lands fund. State the principal change.

100

SPECIAL PROMOTION EXAMINATION.

(Miss Mary Casey.)

- 8 1. How many sections does a township contain ?
8 2. What is the theoretical area of a section ?
8 3. Into how many parts is a section divided ? Name each part.
8 4. Which sections are set apart for school endowment purposes ?
8 5. Which sections are reserved to satisfy the Hudson's Bay Company's
one-twentieth of the 'Fertile Belt' ?
8 6. Which sections are open for homestead entry ?
8 7. Who are entitled to make homestead entry ?
8 8. How long must a homesteader be on his homestead before he may
apply for his patent ?
8 9. What is a Half-breed scrip certificate ?
10 10. A Half-breed entitled to scrip can select land scrip or money scrip.
State amount in each case ?
8 11. By whom is a Half-breed scrip certificate signed ?
10 12. On what land may Half-breed scrip be located ?

APPENDIX 5

PRELIMINARY EXAMINATION.

PENMANSHIP.

Tuesday, November 6, 1906; from 10.15 to 11 a.m.

(Candidates are required to observe the Regulations strictly.)

Value.

60 *Gold.*—The gold-producing industries of all the provinces show an encouraging increase in comparison with previous years. The largest contributor, as for several years past, has been the Yukon Territory, which is to be credited with over 57 per cent; British Columbia coming next with nearly 40 per cent. Nova Scotia and Ontario together with a little from Quebec and Alberta, completed the remainder of a little under 3 per cent necessary to make up the total.

In Nova Scotia, there was a slight recovery from the general decrease in the production, which has been apparent for a number of years. The explanation would seem to lie in the fact that the immediately accessible surface ores of most of the districts have been mostly worked out, and the revival of the industry will depend upon the inauguration of a radically different policy to that which has been followed so far. It is believed that consolidation of many of the numerous smaller mines and the inauguration of new methods and plant suitable for the economical mining of ore from greater depths, will lead to renewed activity. As these matters seem to be receiving serious attention, a revival of the industry is looked for.

In Ontario, activity was evident in prospecting and developing at numerous points both in the old districts in the eastern parts of the province and in the newer gold-bearing districts west of Thunder Bay.

In British Columbia, a dry season is said to have affected the production of placer gold, but as a whole the industry is about as last year.

The output of the Yukon Territory placers continued to fall off as expected, and will probably continue until under favourable conditions the more permanent forms of mining of the lower grade bodies of gravels are fully established.

No. 2a.

PRELIMINARY EXAMINATION.

ORTHOGRAPHY.

Tuesday, 6th November, 1906; from 11 a.m. to noon.

(Candidates are required to observe the Regulations strictly.)

Copy the following extract, correcting the errors in spelling; 3 marks will be deducted for every mis-spelled word in your copy.

Values.

60 one does not see the city on account of the short turnings of the different reaches of the river till within a league of it. its appearance is not so striking as that of Charles town, but when one is landed the streets exhibit grate

neetness and regularrity, and the houses are well bilt and are all of red brick. the streats are pav'd, but are at present in a very bad condition; market Street is the brodest but the lowr part of it is spoild by the stals for provishons, the exibition of which is very fine, and there beaf rivels that of Leaden hall of London. fish is knot kwite so plentifull and is moastly of wan sort. the streats are lay'd out paralel with the warfs and are naim'd Front, Second &c, the cross streats amung which is Market Streat have vareous nams. the town is very extencive and houses let at a verry hie price, espeshally sins Congress have fixed themselves hear, lots of land for bilding on are at an enormus price.

No. 3a.

PRELIMINARY EXAMINATION.

ARITHMETIC.

Tuesday, 6th Novèmber, 1906; from 1.30 p.m. to 3 p.m.

(Candidates are required to observe the Regulations strictly.)

Values.

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|----|--|
| 4 | 1. Write out in words 170,017; 1,710,170; 306,063; MMMCMXCIV. |
| 4 | 2. Write down in figures eleven thousand and ten; one hundred and thirteen thousand and thirty-one; one million three hundred thousand and thirty; four hundred and three dollars and six cents. |
| 6 | 3. Add together 9687; 8879; 6789; 7886; 8796; 7796; 6897. |
| 6 | 4. Add together 79654; 7986; 986987; 879; 9876789; 89; 6987; 69878; 976. |
| 6 | 5. Take 599066995 from 1689057864. |
| 6 | 6. Multiply 89768965 by 807. |
| 6. | 7. Divide 78906854574 by 9. |
| 6 | 8. Divide 98765486901 by 97. |
| 8 | 9. How many words are there in a book of 897 pages of 45 lines each, there being an average of 13 words to a line? |
| 8 | 10. I bought 17 yd. of factory cotton at 9 cents a yard, 29 yd. of white cotton at 17 cents a yard, 19 yd. of flannelette at 13 cents a yard, 18 towels at 27 cents each, 15 yards of cashmere at 87 cents a yard, 27 yd. of velveteen at 57 cents a yard, 9 yd. of silk at \$1.25 cents a yard, and 9 pairs of hose at 29 cents a pair; how much did the whole cost me? |

APPENDIX 6**No. 5a.****QUALIFYING EXAMINATION.****PENMANSHIP.**

Wednesday, November 7, 1906; from 10 to 10.30 a.m.

(Candidates are required to observe the Regulations strictly.)

Values.

100 *Copper.*—In the production of this metal, British Columbia still retains the pre-eminence. In 1904, the province was credited with over 80 per cent of the whole, and although still maintaining a very long lead, increased production both in Ontario and Québec have considerably reduced that held by the western province.

The copper of Quebec still represents the contents of the pyritous ores mined for so long a period of years; whilst the Ontario output is, as formerly produced in operating the nickel and copper ores of Sudbury. A number of small mines are worked upon deposits of chalcopyrite and the recent change of ownership of the Bruce mines would seem to promise the early re-entry of these old mines into the field of activity. So far, however, the Sudbury mines must be credited with the bulk of the results.

In British Columbia, the figures show a continued increase in the output of copper-bearing products. In 1904, the Boundary district produced over 61 per cent; the Rossland camp about 20 per cent; the Coast district over 16 per cent, the remaining approximation (3 per cent) being derived from Yale, Kamloops, Nelson and various other districts. It is locally estimated that the Boundary district increased its output by probably \$1,000,000, the other districts remaining practically stationary or showing slight falling off, so that the prominence of the first-named camp must have been considerably increased.

The increase in the total value of the output of copper for the Dominion has been greatly enhanced by the rise in the average price of the metal of about 3 cents.

No. 6a.**QUALIFYING EXAMINATION.****ENGLISH COMPOSITION.**

Wednesday, November 7, 1906; from 10.30 a.m. to noon.

(Candidates are required to observe the Regulations strictly.)

Values.

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- 12 1. Give examples of adverbial clauses of condition, of cause, of consequence and of concession.
- 6 2. Explain the difference between a compound and a complex sentence. Give an example of each.

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- 8 3. What is the difference between an analytic and a synthetic exercise?
 10 4. Substitute other appropriate words in the following passages for those
 printed in *Italics*:—

And now *great nation*, what think ye Europe says of you? You *plume* yourselves on being the *most mighty*, the *most advanced people* of the *earth*, the very *focus* of *light, intelligence* and *humanity*.

- 30 5. Show in what respect the following sentences are objectionable, and correct them:—

A good rule to be observed is avoid rude sports; an eye is soon lost, or bone broken.

It has always been a source of supreme comfort to know that there is another and a better world.

James has informed me that^a he received a letter from his cousin, she that was here last week.

James with some reluctance said, that he consented to stay on condition that his brother comes.

I thought, by his accent, that he had been speaking to his servant.

- 34 6. Write a letter of not fewer than 250 words on 'The importance of forming habits of close observation.'

 100

No. 7a.

QUALIFYING EXAMINATION.

ARITHMETIC.

Wednesday, November 7, 1906; from 1.30 p.m. to 3.30 p.m.

(Candidates are required to observe the Regulations strictly.)

N.B.—The work of each question must be given in full; no marks will be given for answers only, except in the case of question 1. No marks will be given for an answer to question 1 that is not absolutely correct.

Values.

-
- 4 1. Multiply 7985698775 by 96087.
 8 2. Make out and receipt a bill for the following:—
 On 31 Oct., 1903, Mrs. William H. Smith bought of U. V. Graham & Co.,
 17 lb. of tea at $38\frac{1}{2}$ ct., 19 lb. of coffee at $33\frac{1}{2}$ ct., 47 lb. of sugar at $6\frac{1}{4}$ ct., 29
 lb. of rice at $11\frac{1}{4}$ ct., 17½ lb. raisins at 9 ct., 67½ lb. of bacon at 15 ct., 48 lb. of
 ham at $13\frac{3}{4}$ ct., 36 lb. of cheese at $12\frac{1}{2}$ ct., and 8 gallons of vinegar at $46\frac{1}{2}$ ct.
 13 3. Some Atlantic liners consume 200 tons of coal per day. They average
 8 days out and 8 back. In case of accidents they carry a supply for 4 days
 extra. How many cubic yards of the hold of such a steamer will be occupied
 with coal for her round trip if each ton is 33 cubic feet?
 15 4. In what time would a rectangular field, 440 yards by 330 yards, pay
 for underdraining at 2 cents per foot, if the field yield 2 bushels at 66 cents
 per acre more than before draining. The drains all run lengthwise of the
 field and are 22 yards apart, the first drain running down the centre line of the
 field.
 15 5. In a factory 12 men, 16 women and 30 boys are employed. At the
 end of a week they receive \$330. A man is paid as much as two women;
 and a woman, as much as three boys. What is the share of each?

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- 15 6. A farmer, whose property is assessed at \$9,600, pays on the dollar, $1\frac{3}{4}$ mills for township rates; $1\frac{1}{4}$ for county rates; $1\frac{1}{2}$ for railway bonus; and $2\frac{1}{2}$ for school rate. How much does he pay in all?
- 15 7. A, B and C rent a pasture for \$92; A puts in 6 horses for 9 weeks, B 12 oxen for 10 weeks, and C 50 cows for 12 weeks. If 5 cows are reckoned as 3 oxen, and 4 oxen as 3 horses, how much should each pay?
- 15 8. On 9th October a bank gives me \$8,456 for a note for \$8,605. When is the note due, discount at 8 per cent?

100

No. 8a.

QUALIFYING EXAMINATION.

GEOGRAPHY.

Wednesday, November 7, 1906; from 3.30 to 4.30 p.m.

(Candidates are required to observe the Regulations strictly.)

Values.

- 10 1. Name the principal rivers and chains of mountains of British Columbia.
- 10 2. What are the principal rivers and lakes of Manitoba?
- 10 3. What are the great districts of Canada which have not yet been formed into provinces?
- 10 4. What are the straits, isthmuses and principal bays of the provinces of New Brunswick and Nova Scotia?
- 10 5. Name the three principal towns of Prince Edward Island.
- 10 6. Name the largest islands in the St. Lawrence river. What are the principal mountains of the province of Quebec?
- 10 7. Give the exact situation of the towns of Fort William, Sudbury, and Sault Sainte Marie. What are the principal mines in the province of Ontario?
- 10 8. Name the great railways of Canada.
- 10 9. Name the four largest rivers of the United States.
- 10 10. Name Canada's principal seaports.

100

No. 9a.

QUALIFYING EXAMINATION.

HISTORY.

Thursday, November 8, 1906; from 9.30 to 10.30 a.m.

(Candidates are required to observe the Regulations strictly.)

Values.

HISTORY OF ENGLAND.

- 10 1. Who was William the Conqueror? About what time did he live?
- 10 2. State briefly what occurred in England under Charles the I.
- 10 3. Who were the leading men in England under Elizabeth?
- 5 4. Under what English monarch did Canada become a British possession?

31—6

HISTORY OF FRANCE.

- 10
- 5
- 10
5. Who was Charlemagne? Give a summary of his reign.
6. Who was the first king of the Bourbon dynasty?
7. What remarkable events took place under the reign of Louis the XV.?

HISTORY OF CANADA.

- 10
- 10
- 15
- 5
8. Who were the founders of Port Royal, Halifax and Montreal?
9. Write what you know of Frontenac.
10. What name does the war bear which ended with the conquest of Canada? Name the generals who distinguished themselves most during this war.
11. Who was the Governor General of Canada at the time of the union of provinces in 1867?

100

No. 10a.

QUALIFYING EXAMINATION.

ENGLISH GRAMMAR.

Tuesday, November 8, 1906; from 10.30 to noon.

(Candidates are required to observe the Regulations strictly.)

Values.

- 10
- 12
- 12
- 10
- 10
- 30
- 16
1. The infinitive is commonly an adjunct to finite verb; yet it may be joined to other parts of speech. Give an example of its being joined to an adverb and to a conjunction.
2. Give two examples of pronominal relative adjectives and of pronominal possessive adjectives.
3. Nouns of multitude, when taken collectively, generally admit the plural form; but when taken distributively, they have a plural significance without the form. Give an example of each.
4. Give the feminine gender of the following: *cousin, abbot, administrator, executor, hero, marquis, sultan, actor, tiger, earl.*
5. Give the past-tense and past participle of the following: *lay, keep, stop, feel, lean, flee, fly, bid, ring, ride.*
6. Show in what respect the following are objectionable and correct them:—

(a) It is her talents, and not her beauty, that attracts attention.

(b) It is her beauty, and not her talents, that attract attention.

(c) We were informed that they would neither go in themselves, nor suffered others to enter.

(d) All the virtues of mankind are to be counted upon a few fingers, but his follies and vices are innumerable.

(e) We have been told that the ancients asserted that virtue was its own reward.

(f) The boy has been detected in stealing, that you thought so clever.
7. Parse the following:—

‘My friends,’ said he, ‘I have seriously considered our manners and prospects, and I find that we have mistaken our own interest.’

100

SESSIONAL PAPER No. 31

•No. 11a.

QUALIFYING EXAMINATION.

ORTHOGRAPHY.

Thursday, November 8, 1906; from 1.30 so 2.30 p.m.

(Candidates are required to observe the Regulations strictly.)

Copy the folowing extract, correcting the errors in spelling; 5 marks will be deducted for every mis-spelled word in your copy.

Value.

100 Their is nothing difcult or inexplicable in Shakespeares asosheation with the theeter. It shuld allways be born in mined that his sonsheous ames and ambitions were those of other men of literary asperations in this stirring epock. the diference between the results of his endeavors and those of his felows was dew to the magic and involuntery working of genius, which, since the berth of time, has exersised as large a charter as the winnd, to blow on whom it pleeses. speculation or debait as to why genius bestowed it's fulest insperation on shakespeare, is as fewtill a speculation as debait about why he was borne into the world with a hed on his sholders at all insted of, say, a block of marbel. It is enuf for pruedent men and women to acknowledge the obvius fact that genus in an era of infinnit intellectuel ennergy endowed shakespeare, the stratford-on-avon boy, with it's richest giffts. A very small akwaintence with the litterrary history of the world, and the maner in which genius habittually plays it's part their, will sho the foly of cherrysing astonishment that Shakespeare, rather than one more nobely borne, or moar accademically traned, should, in an age so rich in intelectuel and poetic impulse, have been chosen for the gloryous dignity.

in london Shakespeares work was manely dun. There his reppewtation and fortune were acheaved. But his london carrier opend under manny disadvantages. A young man of twenty two, burdend with a wife and three cildern, he had left his home in his litle naytive town to sick his fortune in the grate city. Without frends and without monny, he had like menny another stage-struck youth, set his hart on a too-fold kwest. He wood becum a acter in the metropolis, and wood right the plaise in which he shood act.

No. 12a.

QUALIFYING EXAMINATION.

TRANSCRIPTION.

Thursday, November 8, 1906; from 2.30 p.m. to 3.30 p.m.

(Candidates are required to observe the Regulations strictly.)

Value.

100 N.B.—The candidate is required to make a neat, clean and correct copy of the manuscript handed to him with this slip. The words scored through are to be omitted and the interlineations and the marginal and other additions are to be inserted in their proper places as indicated. All change or corrections, other than those marked in the manuscript, *will be counted as errors.*

APPENDIX 7**No. 1.****PRELIMINARY EXAMINATION.****PENMANSHIP.**

Tuesday, November 13, 1906; from 10.15 to 11 a.m.

(Candidates are required to observe the Regulations strictly.)

Value.

60

ENGINEERING NOTES AND NEWS.**THE VALUE OF EXPERT ENGINEERS IN THE MANAGEMENT OF MINES.**

The importance of a carefully-thought-out scheme of operations and properly-designed machinery cannot be over-estimated in mining. A mine contains a certain definite quantity of mineral, which is capable of yielding a certain maximum profit. The difference between the value of the product attainable and the expense of winning it (including the cost of shafts, adits, their equipment, and all the other dead work), plus interest on the investment, is the profit. Money spent on useless dead work or ill-advised dead-work, which increases operating cost above what it ought to be, is money wasted, diminishing the net result of the mine by just so much. It is fortunate if it does not cause the attempt to develop the mine to be utterly abortive. A rich mine may stand much mismanagement, while in the case of a poor mine the maximum margin of profit may be entirely offset by the waste attributable to incompetent exploitation. The loss through misdirected preliminary work may consume all the capital of the original adventurers, and prevent them from carrying on the work sufficiently to recoup themselves, even when the mine offers the chance. British investors do not need to be reminded of good mines spoiled by mismanagement. The moral is very simple, says the *Engineering and Mining Journal*.

No. 2.**PRELIMINARY EXAMINATION.****ORTHOGRAPHY.**

Tuesday, November 13, 1906; from 11 a.m. to noon.

(Candidates are required to observe the Regulations strictly.)

Copy the following extract, correcting the errors in spelling; 3 marks will be deducted for every mis-spelled word in your copy.

Value.

60

the next day, sunday, beeing verry raney, i did not stirr out. on monday 20th. about 11 oClock in the four noon we arrived at fort or lake george: the rode is good and by the river side till 3 Miles past fort edward whare we brekfasted. this is a small Town and the country moastly settled. $\frac{1}{2}$ a mile from whare the rode turns of from the river is a pretty water fall cauled Wings falls. the platform of solid rock over which the river runs, has a trof or

SESSIONAL PAPER No. 31

canall worn in to it through which the river, when it is not expanded by a grate kwantity of water to cover over its hole bed, rushes very impetuously. the fall which is a few feet hier up, is not hie, but looks alltogether very romantick. the country from hence is but poor and litled settled, and the rode within the 4 last Miles is very stoney; the lake furnishes a beautifull vue. it is neer $\frac{1}{2}$ a Mile brode, surroundid by hills all cloath'd in wood, and ful of Islands. the 2 Forts of Edward and William Henry are boath destroyed.

No. 3.

PRELIMINARY EXAMINATION.

ARITHMETIC

Tuesday, 13th November, 1906; from 1.30 to 3 p.m.

(Candidates are required to observe the Regulations strictly.)

Values.

-
- | | |
|---|--|
| 4 | 1. Write out in words 90,019; 303,011; 910,711; 1,011,110. |
| 3 | 2. Write down in figures five hundred and eleven thousand and seventy-one; two hundred thousand and twenty; eleven million one hundred and ten thousand and eleven. |
| 6 | 3. Add together 7869; 5987; 6898; 7859; 9877; 8897; 9988. |
| 6 | 4. Add together 786; 976858; 6984; 97; 89786; 686974; 878; 986597; 89. |
| 6 | 5. Take 498838997 from 1807548796. |
| 6 | 6. Multiply 79684897 by 907. |
| 6 | 7. Divide 4798658795 by 7. |
| 6 | 8. Divide 12345678900 by 79. |
| 9 | 9. How many weeks are there from the 1st May to the 13th November, counting in the 13th Nov., but leaving out the 1st May? |
| 8 | 10. I bought 17 lb. of tea at 39 cents a pound, 29 lb. coffee at 29 cents a pound, 57 lb. of sugar at 7 cents a pound, 19 lb. of bacon at 13 cents a pound, 37 lbs. of cheese at 15 cents a pound, 18 lbs. of butter at 27 cents. and 9 dozen of eggs at 23 cents a dozen; how much did the whole cost me? |

APPENDIX 8**No. 5.****QUALIFYING EXAMINATION.****PENMANSHIP.**

Wednesday, November 14, 1906; from 10 to 10.30 a.m.

(Candidates are required to observe the Regulations strictly.)

Value.

100

MAGICIAN'S LATEST DREAM.

Nicola Tesla has a Scheme for Telegraphy without Wires.

Nicola Tesla, the electrician and scientist, has for some time had in course of development a project for instantaneous and simultaneous communication to all parts of the earth, and perhaps to some of the nearer planets. His plan does not deal with fireworks, nor with the illumination of a large part of the earth's surface in a hope of attracting the attention of dwellers on Mars, but depends wholly upon the properties of electric waves. Mr. Tesla says:—

‘I have had this scheme under consideration for five or six years, and I am becoming more nearly convinced every day that it is based upon scientific principles, and is thoroughly practicable. We know that electric disturbances on the sun are productive of similar disturbances on the earth in the form of thunder showers. Now, why is it not equally conceivable that a disturbance on the earth's surface should produce some tangible effect on other planets? The transmission of disturbances on the sun shows beyond doubt that waves of electricity are propagated through all space.

‘The objection may be put forward that sufficient electricity to create disturbances cannot be made on the earth's surface, and that we should be wholly dependent upon thunder storms and other phenomena of nature for the success of our experiment. But on the contrary, we can make all the artificial thunder and lightning we want. There is no difficulty in making electric apparatus with a spark gap of a mile, and if that did not prove effective it could be increased.’

No. 6.**QUALIFYING EXAMINATION.****ENGLISH COMPOSITION.**

Wednesday, November 14, 1906; from 10.30 a.m. to noon.

(Candidates are required to observe the Regulations strictly.)

Values.

-
- | | |
|---|--|
| 8 | 1. What are meant by grammatical and logical subjects in sentences? Give an example of each. |
| 6 | 2. Sentences may contain adjuncts and clauses. Give an example of each. |

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- 15 3. Give the appropriate prepositions used after the following words:
different, capacity, agree, disappointed, reconcile.
- 9 4. Explain the difference between a *maxim*, a *proverb* and a *saw*. Give
 an example of each.
- 8 5. In the sentence, 'To take arms against a sea of trouble,' what figure
 of speech is here used? What objection may be made to this statement?
- 8 6. What is meant by simile and metonymy? Give an example of each.
- 15 7. Show in what respect the following sentences are objectionable, and
 correct them:—
 (a) With those writings of Cicero, young scholars are more conversant
 than with those of Demosthenes, who, by many degrees excelled the other;
 at least as an orator.
 (b) It is folly to pretend to arm ourselves against the accidents of life,
 by heaping up treasures which nothing can protect us against, but a kind
 Providence.
 (c) Men look with an evil eye upon the good that is in others; and think
 that their reputation obscures them, and their commendable qualities stand in
 their light, and therefore do what they can to cast a cloud over them.
- 31 8. Write a letter of not fewer than 250 words on 'What kind of popular
 amusements are desirable.'

 100

No. 7.

QUALIFYING EXAMINATION.

ARITHMETIC.

Wednesday, November 14, 1906; from 1.30 p.m. to 3.30 p.m.

(Candidates are required to observe the Regulations strictly.)

N.B.—The work of each question must be given in full; no marks will be given for answers only, except in the case of question 1. No marks will be given for an answer to question 1 that is not absolutely correct.

Values.

- 4 1. Multiply 698798675 by 706089.
- 8 2. Make out and receipt a bill for the following:—
 On 1st Nov., 1906, Mrs. Alfred T. Simson bought of H. K. Morgan & Co.,
 18 yd. of factory cotton at $9\frac{1}{2}$ ct., 19 yd. of white cotton at $19\frac{1}{2}$ ct., 7 yd. of
 linen at $73\frac{1}{2}$ ct., $13\frac{1}{2}$ yd. of dress goods at 29 ct., $14\frac{1}{2}$ yd. of cashmere at 72 ct.,
 9 yd. velveteen at $58\frac{1}{2}$ ct., 17 yd. of silk at $\$1.37\frac{1}{2}$ yd. and 7 pairs of hose at
 $37\frac{1}{2}$ ct. a pair.
- 13 3. A fruit merchant bought a quantity of apples for \$144; he sold half
 of them for \$82.80, thereby gaining 12 cents per bushel on what he sold. What
 did the apples cost him per bushel?
- 15 4. An orchard is 135 yd. 2 ft. long and 84 yd. dire. At $1\frac{3}{4}$ cents per
 cubic foot what will it cost to dig a ditch around it 3 ft. 9 in. wide and 4
 ft. deep?
- 15 5. A pint contains 9,000 grains of barley and each grain is one-third
 of an inch long. How far would the grains in 17 bush. 3 pk. 1 gal. 1 qt. 1 pt.
 reach if placed one after another?

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- 15 6. A farmer sells to a merchant 3,015 lb. of hay at \$16 per ton, and takes in payment 6¼ lb. of tea at 50 cents per lb.; 22½ lb. of coffee at 29 cents per lb.; 33 lb. of sugar at 12 lb. for a dollar; 32⅔ lb. of raisins at 18¾ cents per lb.; 14 lb. 13 oz. of bacon at 18 cents per lb.; and the balance in cash. How much cash does the farmer receive?
- 15 7. A sold a town lot to B and gained 12½ per cent. B sold it to C for \$306 and lost 15 per cent. How much did the lot cost A?
- 15 8. Charging interest at 6 per cent, what sum was due on 31st August, on the following ledger account:—

Dr.				Cr.			
1906		\$	c.	1906		\$	c.
Jan.	12.	To Mdse; 30 days	130 00	Feb.	19.	By Cash	100 00
Feb.	6.	" " 60 "	180 00	April	20.	" " "	150 00
March	8.	" " 90 "	460 00	June	25.	" " "	312 00
April	4.	" " 30 "	362 00				
May	12.	" Cash.....	160 00				

No. 8.

QUALIFYING EXAMINATION.

GEOGRAPHY.

Wednesday, November 14, 1906; from 3.30 p.m. to 4.30 p.m.

(Candidates are required to observe the Regulations strictly.)

Values.

- 15 1. Name the straits of British Columbia, giving their exact situation. What are the islands and the groups of islands in the Pacific ocean forming part of British Columbia?
- 10 2. Name five of the principal towns in the Northwest territories recently organized as provinces. What are the principal rivers and mines of that country?
- 10 3. What are the lakes of Manitoba? What lakes are situated in the north of Ontario, between Manitoba and the province of Quebec?
- 15 4. Give the name of the great bay situated at the western extremity of Lake Superior, in Canada, and also name the two small towns in that region. What is the strait between Lake Michigan and Lake Huron? Give the exact situation of the towns of Goderich, Collingwood and North Bay.
- 10 5. What are the five principal tributaries of the St. Lawrence river in the province of Quebec? What are the mountains in that province?
- 20 6. Name the railways of New Brunswick and Nova Scotia and also the principal towns along their route. Name the straits which separate Prince Edward Island and Cape Breton from the mainland. Where are Sable island and Magdalen island? What is the name of the great bay between New Brunswick and Nova Scotia, and for what is it noted?
- 10 7. Name the states of the adjoining republic which are situated immediately south of Canada, from east to west.
- 10 8. What American port is situated at the western extremity of Lake Superior, and state what route a steamer would follow from this point to St. John, N.B.?

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No. 9.

QUALIFYING EXAMINATION.

Thursday, November 15, 1906; from 9.30 a.m. to 10.30 a.m.

(Candidates are required to observe the Regulations strictly.)

Values.

HISTORY OF ENGLAND.

- | | |
|----|--|
| 5 | 1. Give the name of the Roman general who conquered England. |
| 5 | 2. Give a definition of the government known as the Heptarchy. |
| 10 | 3. State what you know about Alfred the Great. |
| 10 | 4. How were Scotland and Ireland united to England? |
| 10 | 5. How many years did Queen Victoria reign, and state briefly the great events which took place under her reign? |

HISTORY OF FRANCE.

- | | |
|----|---|
| 10 | 6. Give a short outline of Henry the IV's reign. |
| 10 | 7. What surname was given to Louis the XIV., and what are the names of the generals and the writers who distinguished themselves in his time?
How many forms of government have existed in France during the 19th century? |

HISTORY OF CANADA.

- | | |
|----|--|
| 5 | 8. Give the name of the first Viceroy of Canada. |
| 5 | 9. Under what governor and in what year did the massacre of Lachine take place? |
| 5 | 10. Who was the first Bishop of New-France? |
| 5 | 11. About what year was constitutional government, with ministerial responsibility, established in Canada? |
| 10 | 12. Give the causes of the war of 1812 between England and the United States, and what were the principal battles fought in Canada during the hostilities? |

No. 10.

QUALIFYING EXAMINATION.

ENGLISH GRAMMAR.

Thursday, November 15, 1906; from 10.30 a.m. to noon.

(Candidates are required to observe the Regulations strictly.)

Values.

- | | |
|----|---|
| 12 | 1. What are meant by co-ordinating and subordinating conjunctions? Give an example of each? |
| 12 | 2. What are meant by reflex, interrogative and relative pronouns? Give an example of each. |
| 10 | 3. Give the past-tense and past participle of <i>hide</i> , <i>wear</i> , <i>get</i> , <i>ride</i> , <i>bid</i> , <i>rise</i> , <i>swim</i> , <i>write</i> , <i>let</i> , <i>go</i> . |
| 12 | 4. 'As well as' for 'and' is sometimes followed by verbs in the plural and sometimes by verbs in the singular. Explain and give an example of each. |

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- 12 5. Compounds in which the principal word is put first vary the principal word to form the plural, and the adjunct, or last part of the compound, to form the possessive. Give two examples of each.
- 24 6. Show wherein the following sentences are objectionable. Correct them:—
- (a) On being spoken to James said, I shall walk out in the afternoon unless it rains.
- (b) I believed, whatever was the issue, between you and me, all would be well.
- (c) It must indeed be confessed that a lampoon or a satire do not carry in them robbery or murder.
- (d) The ancients asserted, that virtue was its own reward.
- 20 7. Parse the following:—
- Mercy to him that shares it, is the rule
 And righteous limitation of its act,
 By which heaven moves in pard'ning guilty man.

100

No. 11.

QUALIFYING EXAMINATION.

ORTHOGRAPHY.

Thursday, November 15, 1906; from 1.30 p.m. to 2.30 p.m.

(Candidates are required to observe the Regulations strictly.)

Copy the following extract, correcting the errors in spelling; 5 marks will be deducted for every word mis-spelled in your copy.

Value.

- 100 The imeadyate reeson aledged for the present atempt at spelling-reform is a purely practicle one arizeing from the peculier condishons of a problem which has for yeers confrunted the peepel of the united staitis. They are ingaged in the ardueous task of asimilateing hundreds of thousands of forrinneris ignorent of the english langwage. They are striveing to make thees and moar particlarly there children fit for sitizenship. They are trying to empарт to them the ideéal of the english-speaking race and to trane them in the laws and in the langwidge inherited from that races english ancesters. And they hav found one grate obsticle in the eratic and absurd orthography of english. To nun amung them was this obsticle moar obvius than to the teecheers. How far we in england are able to apresheate this imence practicle difeculty, or, apresheateing it, to simpathise with the proposed meens of remedy, is a question that may be left for laiter conciderashon, when all the facters of the problem are bettor grasped. What conserns us at the moment is the pint that the movement is no suddin eratic and wanten impulse, but a deliberate, well conciderd and cawsheously restraned efort to mittegait a sosheal imbarasment amounting to a nashunal misscheef. It needs but superfishial examination to justefy the moovment on the part of the amerecans; whither we shoold take it up hear, in hole or in part, is annuther kwestiun. We are but little consernnd with the asimmilation of forrin imegrants, but, in the opinyon of some eduecashunists well intitled to an opinyon, there is no lack of other grounds for some consheous advance even hear in a similar direction.

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No. 12.

QUALIFYING EXAMINATION.

TRANSCRIPTION.

Thursday, November 15, 1906; from 2.30 p.m. to 3.30 p.m.

(Candidates are required to observe the Regulations strictly.)

Value.

-
- 100 N.B.—The candidate is required to make a neat, clean and correct copy of the manuscript handed to him with this slip. The words scored through are to be omitted and the interlineations and the marginal and other additions are to be inserted in their proper places as indicated. All change or corrections, other than those marked in the manuscript, *will be counted as errors.*

APPENDIX 9

No. 13.

QUALIFYING EXAMINATION.

TYPEWRITING.

(Candidates are required to observe the Regulations strictly.)

Five minutes are allowed for this subject; at the end of five minutes the Examiner will take up the copy finished or unfinished.

N.B.—This subject may be taken up at any time, to be arranged by the Examiner, but it must not be allowed to interfere with the time assigned to the other subjects.

Value.

 100

BIRD MIGRANTS AND THE STORM.

To the Editor of *The Globe*: The severe snowstorm, which passed over Ontario on Thursday night, proved as destructive to the small birds migrating across the south end of Lake Huron as it did to the orchard and shade trees throughout the country.

There were thousands of them lying dead along the shore, half buried in the sand, at high-water mark, from Stony Point to Grand Bend, and probably to Goderich. It was a sad sight.

I examined them from Stony Point for three miles east, and found them to be white-throated, white-crowned, field and tree sparrows, juncos, rusty blackbirds, robins, Wilson's thrushes, owls, small hawks, golden and ruby crowned kinglets, winter wrens and pine siskins.

The most numerous were white-throated and tree sparrows, juncos, golden-crowned kinglets and rusty blackbirds. I expected to find many different warblers among them, but did not find one.

A lady brought me in a myrtle warbler and winter wren killed the same night flying against the windows of her house. There must have been an immense flock of these birds, and they must have become exhausted and bewildered by the driving storm, and dropped into the lake and washed ashore, as none of them were found beyond the high-water mark.

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No. 14.

QUALIFYING EXAMINATION.

STENOGRAPHY.

(Candidates are required to observe the Regulations strictly.)

NOTE.—The Examiner will read the conditions, and also the matter to be written, before proceeding to the trial, so that the candidates may have a clear apprehension of what they have to do. When all are ready he will read the matter over distinctly in exactly seven minutes, which will be at the rate of 60 words per minute. If any fail to keep up with the reading, they will necessarily drop out.

CONDITIONS.

Half an hour will be allowed for the extension of the notes, and the candidates who produce perfect transcripts will be awarded 100 marks. For every word omitted and for any wrong word introduced 5 marks will be deducted from the 100, and no account will be taken of exercises short-written to the extent of 12 words. The short-hand notes should be attached to the candidate's transcript.

Value. Circular.

DOWNING STREET,

1st June, 1906.

100 SIR,—I have had recently under consideration certain points which have arisen in connection with the position and treatment of Foreign Consuls in the Colonies, and, after communication with the Secretary of State for Foreign Affairs, I have thought it proper to lay down certain principles for the guidance of Governors. You will understand that it is not expected that they can be applied in Colonies where a different practice has been established, but it is my desire that Colonial Governors should look to them as a guide in future when opportunities occur of applying them without unnecessary friction.

2. No general instructions to Colonial Governors respecting the position and treatment of Consuls appear to have been issued since a date nearly forty years ago, when it was intimated that if in any Colony precedence was, as a matter of courtesy, already accorded to the Foreign Consular Body, no alteration should be made, with the view of assimilating the practice to that in force in this country, without reference to the Secretary of State. It was observed, however, that Foreign Consuls in England have no claim of precedence, and are treated like any other Foreigners resident in England. This principle, I may now observe, equally extends to the Colonies, and it is not desirable that any instructions should be given tending to recognize the principle of according precedence to the Foreign Consular Body. In 1863 a claim was advanced by the Consular Body at Sydney to be admitted to the *entrée* at the Governor's *levée* on the occasion of the Sovereign's Birthday, and it was then stated that the rule of Her Majesty's Court was, that as Consuls-General and Consuls had no diplomatic character, and were not visitors of the Court, they fell into the class of Foreigners resident in England and went to the general *entrée* and were presented in the general circle.

3. As regards privileges or exemptions, it was held, on a claim advanced by the Spanish Consul at Brisbane in 1856, that there were no privileges to which Foreign Consuls were strictly or legally entitled, as a right, in Great Britain or in any of her Colonies; that the English law considered them amenable to civil and criminal jurisdiction, did not give them, or allow them, any legal privileges whatever, and could hardly be said to recognize

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them in their official character; and that such privileges or exemptions as they might enjoy were conceded to them (if at all) either by the Executive or Local Authorities at their discretion or by usage and courtesy.

No. 15.

QUALIFYING EXAMINATION.

OPTIONAL SUBJECT—BOOKKEEPING.

Friday, November 16, 1906; from 9.30 a.m. to 12.30 p.m.

(Candidates are required to observe the Regulations strictly.)

Values.

80 1. Record the following-mentioned transactions in Peter Brown's books and extract a Trial Balance as on the evening of 12 Feb., 1906. All payments, unless stated otherwise, were made by cheque, and all moneys received were paid into the bank. Wages, salaries and office expenses are to be posted to the same account, viz., 'Expense Account.'

1906.

Jan. 1.—Peter Brown opened a bank account by paying in cash \$25,000, and on the same day purchased from the Assignee of the Blast Furnace Company, Limited (in liquidation), the freehold land and buildings (\$10,000), plant and machinery (\$7,500), and loose tools and stock (\$5,000) of the Company, together \$22,500, which he paid by cheque upon the above said bank account.

" 2.—He bought from R. Jones 500 tons of iron ore at \$2 a ton delivered. Terms, one month's credit, with $2\frac{1}{2}$ per cent discount.

" 3.—He bought of R. Jones 300 tons of coke at \$2.50 a ton f.o.b. Terms net, 4 months' bill, which Brown accepted. Paid freight charges, \$25.

" 3.—He paid wages, \$125.

" 4.—He sold R. Black 100 tons No. 3 foundry iron at \$11.25 a ton at the works, and 24 tons of No. 1, at \$12.50 a ton, to be paid for on the 10th proximo, with a discount of $1\frac{1}{4}$ per cent. Carriage paid on, \$50.

" 4.—He drew a cheque for petty cash purposes, for \$125.

" 5.—He sold R. Black 52 tons 10 cwt., No. 4 forge pig iron at \$10 a ton at the works, and 10 tons of silvery iron at \$7.50 a ton. Terms, cash on 12th proximo, with $2\frac{1}{2}$ per cent discount. Carriage paid on, \$50.

" 6.—He received from B. Black 20 tons of No. 3 foundry iron sold to him on the 4th inst., not being equal to sample. Carriage, \$5.

" 10.—He paid wages, \$500.

" 31.—He paid sundry office expenses from petty cash, \$50.

Feb: 1.—He paid carriage account (freight), \$95.

" 2.—He paid R. Jones \$975.

" 10.—He received from R. Black \$1,230.

" 12.—He received from R. Black \$635.

" 12.—He drew for private purposes \$225.

5 2. 'Loose tools and stock.' What objection is there to this item as given in the above statement?

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- 5 3. Explain fully what is meant by discounting a bill of exchange, and give illustrations by means of journal entries.
- 10 4. State the precise effect of the following errors in a set of books:—
 (a) Sales day book, over-added \$100.
 (b) Discount column (Dr. side of cash book) under-added \$10.
 (c) Goods sold, \$162.50; posted to customer's ledger account as \$16.25.

100

SPECIAL PROMOTION EXAMINATION.

DEPARTMENT OF RAILWAYS AND CANALS—DUTIES OF OFFICE—CHIEF CLERKSHIP.

Values.

- 5 1. Over what government works has the head of the Department of Railways and Canals the management, charge and direction?
- 5 2. Name the different railways comprising the government railways, and give the terminal points of each, and state where the general offices of each are located.
- 5 3. Name the different canals under the charge of the Department of Railways and Canals, and give the official name of each chief officer in direct charge of each canal.
- 10 4. Describe the routine of incoming and outgoing correspondence of the Department of Railways and Canals.
- 10 5. How are tenders treated after being received?
- 8 6. What do you understand by the term 'list,' as usually found in tenders for hardware, &c.
- 15 7. Compare two tenders for an article, when the discounts are as follows: 'A' 60-10-5-2 per cent for cash 30 days; 'B' 65 per cent off list.
- 15 8. A bill of quantities contains the following items:
 For tender 'A' 307½ cubic yards concrete at \$9.75, 10,765 ft. B.M. timber at \$40.00, 7,856 lbs. wro't iron at 6 cents per lb.
 Tender 'B,' 307½ cubic yards concrete at \$9.60, 10,765 ft. B.M. timber at per B.M. \$39.80, 7,856 lbs. wrot iron per lb. 12 cents.
 Which is the lowest tender, and how much lower?
- 15 9. Describe the steps taken to secure an answer to a question on the Order of the Day proceeding of the House of Commons. (a) Referring to the Inter-colonial Railway; (b) Referring to the Lachine Canal.
- 12 10. Describe the methods in use for comparing tenders and acceptances of same, so far as your office is concerned.

100

SPECIAL PROMOTION EXAMINATION.

DEPARTMENT OF RAILWAYS AND CANALS—DUTIES OF OFFICE—ACCOUNTANT'S BRANCH.

Values.

- 20 1. State how a contractor's progress estimate is treated upon receipt in the department; in what books is same entered, and trace, briefly, the routine until cheque is sent in payment thereof.
- 5 2. (a) What is meant by drawback?
 (b) Is interest allowed on same?
 (c) What per cent is retained from contractors' monthly estimates?

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- 10 3. If an appropriation becomes exhausted, and further money is required,
what is the procedure?
- 15 4. What are the chief sources of revenue now obtained by department,
excepting the government railways? State mode of collection and accounting
for same.
- 20 5. (a) When a railway company makes application for a subsidy due,
what course does the department pursue, and upon what authority
is payment made?
 (b) Describe method of verifying cost of railway by auditor of the
department.
- 10 6. How are the employees paid (1) on Quebec canals, (2) on Welland
canal, (3) on canals in general?
- 10 7. What is a Governor General's warrant? What provision has to be made
to cover same?
- 10 8. What is a transfer entry? What does the Auditor General require in
connection therewith?

APPENDIX 10**LIST OF CANDIDATES WHO PASSED THE PRELIMINARY, OR LOWER GRADE CIVIL SERVICE EXAMINATION, NOVEMBER, 1906.****AT CHARLOTTETOWN.**

Burnette, Thomas.
MacDonald, Daniel.

Macleod, Victor T.

Weeks, Charles D.

AT HALIFAX.

Beazley, Percy D.
Blackadar, Charles C.
Finn, William R.
Hall, William E.

Lampier, Charles.
McLeod, Charles H.
Power, James E.

Schaefer, F. O.
Shanks, L. J.
Zinck, Silas M.

AT ST. JOHN, N.B.

Barnes, Lemuel.
Bourque, N. J.
Breen, Howard W.
Brownell, Walter E.
Casey, Arthur.
Conway, F. L.

Ferris, George M.
Fisher, David C.
Gallagher, Leo J.
Hagerty, Daniel.
Kean, Richard J.

Macdonald, William.
McDermott, Joseph F.
Thompson, G. F.
Watson, Fred.
White, H. E.

AT QUEBEC.

Blouin, Arthur.
Cantillon, Frederick J. D.
Côté, Joseph.
Deslonchamps, Joseph E.

Gilbert, Joseph.
Grenier, Adalbert.
Mercier, Charles.

Pouliot, A. E.
Rousseau, Léonce.
White, Homer P.

AT MONTREAL.

Archambault, Anthime.
Barbeau, Emery.
Bibaud, J. J. E.
Brisbois, Achille.
Brosseau, Omer.
Brunette, J. Earnest.
Buisson, Désiré.
Chapleau, Henri.
Chenevert, C. Armand.
Cordeau, Adjénor.
Coulombe, Raoul Norbert.
Crochetiere, J. R.
Doray, Alfred.
Dufresne, Paul Emile.
Ferguson, Fred.
Galipeau, J. Bte.
Gauthier, Albert.
Gauthier, Emery.
Germain, Ludovie.

Granger, Maglore.
Gravel, Edouard.
Groleau, Charles.
Hart, Charles C.
Laberge, Ulric.
Lafrance, Maurice.
L'Abbé, Louis.
Laflamme, G. P. A.
Lamarche, Mastai.
Laverdure, Hormisdas.
LeBeau, Joseph A.
LeCavalier, Joseph A. C.
Lecompte, Arthur.
Lefebvre, Germain.
Lemieux, René Joseph.
Marien, Joseph.
Martel, Edgar.
Martin, Elphege.

McManus, Thomas.
Millier, Henri Joseph
Mullins, Gladys.
Murray, Ray P.
Nadon, P. Zéphirin.
Palmer, Joseph L.
Paquette, J. Archille.
Pellerin, Séraphin.
Pigeon, Adelard.
Racine, Albert.
Roche, Harold G. S.
Rochon, E. W. Honoré.
Rondeau, Joseph Damien.
Ryan, James.
Sarrazin, Alexander.
Trempe, Camille R.
Vallée, Napoléon.
Whitehead, Ernest Harold.

AT OTTAWA.

Baulne, Leonard.
Bélair, Joseph.
Bradley, John.
Casey, Loretta.
Chamberlin, Milton C.
Charette, Oscar.
Connell, Lizzie.
Danis, Bertha.
D'Auray, Antonin.
Deacon, John G.
Dempsey, Ernest.
Dewar, Jessie.
Erickson, S. A.
Fardais, J. F.
Fitzpatrick, Deltra.
Graziadei, Joseph.
Labrosse, Joseph.

Lafrance, Isidore.
Lally, Loretto M.
Larocque, Virginie.
Leclair, Honoré.
Lecours, J. O. a
Lepine, Oscar.
Levesque, Joseph.
Lochnan, John.
Lochnan, William P.
Lyman, Wilma.
Mayne, Harry.
MacDonald, Mary B.
McMillan, Gregor.
McMurchy, Jean Fraser
Merrill, Nora, G.
Mullin, Susan.
Murphy, Eugene.

Nevins, Francis J.
O'Neil, Florence G.
Poirier, Philippe.
Reardon, James A.
Regan, John.
Rothwell, Fanny H.
Schiemann, William.
Schingh, Albert.
Schoenherr, Frederick.
Schoenherr, Henry A.
Shea, Ann E.
Simard, Marie Ange.
Stewart, Eva M.
Thompson, J. Edgar.
Turcotte, Emile.
Ward, C. J.

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AT TORONTO.

Allison, Fraser M.
 Allwell, William Lowery.
 Anderson, William G.
 Barton, Colin A.
 Cameron, Beverly.
 Chainey, G. E.
 Crowe, George T.
 Currie, John.
 Davis, F. W.
 Deyman, J. R.
 Doyle, F. E.
 Doyle, M. A.
 Dunn, Norman C.
 Ellis, Percy W.
 Flynn, John L.
 Garton, John T.

Gibson, W. W.
 Gordon, William G.
 Grant, Archie.
 Hamly, John S.
 Hartwell, George M.
 Healy, Martin J.
 Herst, Robert C.
 Heather, William A.
 Irving, William B.
 Macpherson, William C.
 Macrae, D. M.
 Maloney, Patrick J.
 McCleary, Winslow O.
 McKerihen, J. E. D.
 Meehan, Neil.
 More, George.

Murphy, A.
 Naylor, John.
 Nelson, John M.
 O'Meara, Michael.
 Page, William.
 Potts, Arthur H.
 Price, Harry J.
 Robinson, Creighton.
 Smith, Albert V.
 Spence, W. J.
 Stewart, Ansley A.
 Sutherland, William G.
 Terrell, Frederick W.
 Walker, Everett.
 Warwick, William.

AT LONDON.

Albertson, Millie M.
 Carlin, Raymond J.
 Isaac, John Stanley.

Murray, Thomas H.
 Nixon, Crombie.
 Poole, William.

Potts, William E. S.
 Warnen, Albert John.

AT HAMILTON.

Bowstead, Ths. Edleston.
 Campbell, Helen E.
 Clegg, Joseph.

Foster, J. E.
 Manderson, H. C. Markle.
 Scott, Margaret D.

Smith, William J.
 Stewart, Charles A.

AT SAULT STE. MARIE.

Smith, Osmonde Roy.

AT WINNIPEG

Anderson, A. Y.
 Bonnalto, E. R.
 Bower, Joseph.
 Bowman, Sam.
 Brooks, J. H.
 Christie, Albert W.
 Davies, F. G.
 Dixon, Joseph.
 Hall, Arthur.
 Harrison, J. F. C

Hunter, John.
 Hives, W. E.
 Ireland, K. D.
 Jerome, William.
 LaHaye, Raymond.
 Lonsdale, Herbert A.
 Maddams, S. B.
 McVicar, Donald.
 Mitchell, George.
 Murdock, William.

Parkins, Joseph.
 Pettypiece, Clarence.
 Phillips, Harold N.
 Potten, Herbert G.
 Reece, David.
 Sawney, William D.
 Smith, Bertha.
 Smyth, Fred. R.
 Sutton, Frank R.

AT EDMONTON.

McMenomy, J. K.

AT VICTORIA.

Adams, Herbert.

Auchinvole, Alexander.

Wall, Horace, N.

AT VANCOUVER.

Barth, Peter.
 Beckett, James.
 Carr, Frank E.
 Dixon, Harry E.
 Davidson, Alexander.

Flumerfelt, William R.
 Hargreaves, Harold.
 Keist, William J.
 McCrae, Gordon S.
 McEwen, Herbert B.

Lyon, Hugh.
 Reid, Simpson.
 Smith, Clarence S.
 Taylorson, Thomas F.

JNO. THORBURN, M.A., LL.D.,
 A. D. DeCELLES, LL.D., F.R.S.C.,
 J. C. GLASHAN, LL.D., F.R.S.C.,

Chairman
Examiner.
Examiner

Certified correct,
 WM. FORAN,
Secretary.

6-7 EDWARD VII., A. 1907

APPENDIX 11**LIST OF CANDIDATES WHO PASSED THE QUALIFYING OR HIGHER [GRADE] CIVIL SERVICE EXAMINATION, NOVEMBER, 1906.****AT CHARLOTTETOWN.**

Bennett, J. G.
Blanchard, Henry.
Heany, W. E. R.

Larkin, Maysie C.
Doyle, Peter.
Macdonald, Daniel C.

Miller, Harry E.
Rodd, Janet M.

AT ST. JOHN.

Hayes, Estelle V.

Hunter, George H.

McMurray, Hazel E.

AT HALIFAX.

Conrad, Roland.
McDonald, James M.
Mooney, James J.

Nelson, Jotham S.
Nolan, Thomas H.

Pace, Clifford S.
Steele, James.

AT QUEBEC.

Alain, Marie Louise.
Baril, Joseph A.
Bergeron, J. Emile.
Caron, Leon.
Clavet, W. G.
Coté, Marie Anne.
Filteau, Joseph R.
Grenier, Lorenzo.
Jobin, Arthur.
Labadie, Elzear A.

Lachance, Joseph E.
Laroche, C. E.
Lord, C. B.
Morency, Edith.
Nadeau, Ernest.
Riverin, S. O.
Pelletier, Joseph.
Picker, J. E. R.
Plamondon, Oliver.
Plamondon, Louis.

Poitras, Wilfred.
Richard, J. Alcide.
Rousseau, J. T. Donat.
Sabourin, J. Felix.
Samson, Adelard.
Talbot, Claire.
Thérien, J.
Tremblay, Eva du.
Vézina, Eugene.
Vézina, Raoul.

AT MONTREAL.

Barette, J. A.
Beliveau, Charles.
Crochetiere, Joseph R.
Doré, Louis J. O.
Dorion, Marie.
Gariépy, L. Napoléon.
Gauthier, Annette.

Girouard, Armand.
Jarry, Joseph.
Marien, Gervais.
Mooney, Thomas.
Parent, Ulric.
Pellerin Séraphin.

Perrault, Rodolphe.
Prevost, Joseph.
Rajotte, J. Emile.
Savard, Jules Edouard.
Simington, Henry J.
Thibaudeau, J. A.

AT OTTAWA.

Ainsborough, Annie.
Atchison, Gertrude.
Armstrong, Lawrence.
Arnold, K. G.
Babin, E. M.
Baird, Allie M.
Barry, Sadie L.
Bates, Florence H.
Beaton, Lillian.
Beiby, Rosa.
Beith, Francis.
Belanger, Blanch.
Bertrand, Bernadette.
Bliss, Clara H.
Belanger, Evangeilste.
Bertrand, Bernadette.
Bliss, Clara H.
Bogart, Lolo.
Bourgeois, Eug.
Boyle, F. J.
Bradley, Fred. M.
Breton, J. C.
Brown, George T.
Brunet, J. F.
Buckley, Charles P.
Burkholder, Edgar L.
Buckley, H. Grace.
Buckels, Annie.
Byrnes, Catherine.
Byron, Roy L.
Caldwell, Jessie G.
Carrs, Winnifred.
Casey, William V. E.
Chandler, H.
Chartrand, Lea.
Chartrand, Paule.
Christensen, Erhard.

Gareau, Georgina.
Gates, Laura C.
Gauthier, Gabriella M.
Gay, M. P.
Gibson, Ethel P.
Godbout, L. P.
Graham, Luella F.
Graham, Stanley D.
Greer, Morton E.
Griffith, Margaret.
Guiry, Celia.
Hamel, Achille J.
Hamelin, Genevieve.
Hamilton, Emma P.
Harvey, Lilian M.
Harvey, Dorothy.
Hayes, Hazel C.
Heath, M. P.
Henderson, Laura J.
Holmes, Emma Beatrice.
Hopper, Mabel J.
Howe, Hazel E.
Hutchison, May.
Jarvis, E. L.
Johnston, Laura E.
Johnston, Norma F.
Johnstone, Gordon S.
Jolliffe, Francis E.
Kavanagh, Eileen F.
Kearns, Albert L.
Kearns, Albert L.
Keays, Jessie.
Kehoe, Gertrude.
Kelley, Elsie A.
Kennedy, May.
Kent, Hazel.
Kerr, Edmund J. T.

Moag, Nellie C.
Mohr, N. Emily.
Moran, John F.
Moore, R. J.
Moyer, Flossie May.
Myers, Eva I.
Nagle, Loretto.
Nagle, Theresa.
Nesbitt, Lillian.
O'Connor, Frank J.
O'Connell, James S.
O'Connor, Margaret A.
Odell, Florence B.
O'Donnell, Peter.
Ogden, Alma E.
Ogilvie, William.
O'Hanley, R. W.
Owens, James A.
Patching, Bessie T. M.
Patrice, L. Clorinthe.
Patrick, M.
Pedley, Agnes S.
Pelton, Louise.
Percival, Harriet M.
Phelan, Beatrice.
Pillar, Laura M.
Pooler, F. W.
Powers, Annie A.
Proulx, A. E.
Rattray, Margie.
Reardon, James A.
Renwick, Hugh.
Rochon, Anna A.
Rochon, Lou T.
Rochon, Marie K.
Roy, J. A. C.
Sawyer, Arthur J.

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AT OTTAWA—*Concluded.*

Cohoon, Gladys I.
 Collins, Charlotte M.
 Collins, Eva.
 Connelly, L. P.
 Cook, Thirza.
 Creeggan, Isabel H.
 Cregan, Ada M.
 Cuthbert, Catharine.
 Daly, P. J.
 Dansereau, T. E.
 Davidson, Irene G.
 Dixon, Aimee F. E.
 Doran, G. F.
 Downing, Lena.
 Duhamel, Alice.
 Dumais, Annie O'M.
 Durocher, Eugenie.
 Elliott, Elizabeth M.
 Eyles, John.
 Fairbairn, W. B.
 Fetterly, Ethel S.
 Fetterly, Jessie.
 Fife, Katie H.
 Fleming, Margaret E.
 Foley, Martin.
 Foy, Percy W.
 Fraser, Marion.
 Fraser, Rheba.
 Frechette, Jeanne.
 Gallagher, Marjorie A.
 Gardiner, Effie M.
 Gardner, Marjorie E.

Kingston, Sarah G.
 Kyle, Daisy J.
 Lafontaine, Léontine.
 Laframboise, Adhémar.
 Lang, R. H.
 Laperriere, Hector.
 Laventure, Lydia R.
 Layeux, Marie E. Bernadette.
 Layeux, Marie E. Bérangere.
 Leamy, Kathleen.
 Lee, Ernest J.
 LeFurgy, Nora.
 Legault, Omer.
 Lord, Eva A.
 Lynch, Josephine.
 Mackinnon, Margaret L.
 McCann, David.
 McDonald, Stephen.
 McDonald, Mary I.
 McGauchey, Samuel J.
 McHaffie, George A.
 McLachlin, Mary.
 McLennan, Katie M.
 McManus, Thomas.
 McMurchy, Jean F.
 MacKenzie, Donald.
 MacMinn, Helen B.
 MacNish, Anna H.
 Martin, Essie.
 Matton, Léon.
 Merrill, Horace.
 Meyer, C. R.

Shattuck, H. G.
 Shields, Joseph A.
 Shore, Sarah G.
 Skelly, Lucy J.
 Slack, A. J.
 Slack, Ethel M.
 Smith, Marion.
 Snelling, Charles B.
 Stafford, Mary F.
 Stanley, Gertrude.
 Stewart, G. A.
 Stitt, Irene G.
 St. Jean, Eugene.
 Thériault, A. E.
 Thompson, J. E.
 Traveller, Adelina B.
 Turner, William H.
 Tyo, Kathleen.
 Waller, Annie F.
 Watterson, E. J.
 Watts, James T.
 Weeks, Rose G.
 White, Noel V.
 White, P. R.
 Whitehead, Annie.
 Whyte, Ellen G.
 Wilkinson, Percy.
 Williams, L. L.
 Wilson, Lola G.
 Wilson, R. H.
 Wilson, Violet.
 Wood, Stella.

AT TORONTO.

Black, Bridget.
 Braendel, Moses E.
 Brown, Vincent E.
 Clarke, Phyllis E.
 Hanlon, John E.
 Heather, W. A.
 Lang, W. W.

Lysaght, F. P.
 McCaffrey, Andrew D.
 McElhanney, Margaret E.
 Maguire, Walter L.
 Pettit, Minnie M.
 Phillips, Thomas B.
 Potts, Arthur H.

Scott, Edward F.
 Spence, Herbert G.
 Spencer, Nathan.
 Thompson, Sydenham.
 Tullock, Mary Ella.
 Wilson, Harold D.

AT HAMILTON

Ballentine, A.
 Beasley, M. C.
 Bell, Fred. M.
 Brown, Andrew W.
 Brown, Marion E. A.
 Curran, Robert E.

Dennis, David Leslie.
 Easton, Grace.
 Fish, Robert.
 Livingstone, H. W.
 McPherson, James.
 McNabb, D. J.

Ross, John S.
 Scott, Margaret D.
 Stewart, John W.
 Tully, Agnes E.
 Tyrrell, Mrs. Annie.

AT LONDON.

Albertson, Millie H.
 Anderson, James D.
 Ashmann, W. R.
 Arthur, J. Garnet.

Cowan, A. H.
 Cromwell, Richard A.
 Duncan, John F.
 Laschinger, Mildred I.

Neelands, Helen.
 Poole, William.
 Potts, William E. S.
 Schuler, Fred. C.

AT KINGSTON.

Alguire, William E.
 Arthur, Marie Louise.
 Collins, Bernard.

Forneri, Kate.
 Harold, Jessie.
 Manthorne, Leonora.

Mitchell, Bonnie.
 O'Reilly, Annie.

AT WINDSOR.

Cloutier, Alma.

Gignac, A. Wilfrid.

Weddington, R. H.

AT SAULT STE. MARIE.

Smith, Osmonde Roy

AT WINNIPEG.

Borland, Robert A.
 Chrysler, Oscar L.
 Dunfield, Colin M.
 Dutton, George.
 Elmsley, A. L.
 Goyette, C. A.
 Hunter, J. H.

Laing, Robert.
 Lappin, John H.
 Lindesay, A. R. W.
 Lindesay, F. W.
 Matthews, John J.
 Jefferys, Edwin J.
 McLean, Estelle.

McLeod, Robert J.
 Meunier, J. A.
 Peart, Arthur J.
 Parker, Albert E.
 Smith, Bertha E.
 Smyth, A. R.
 Snowden, Joseph.

AT REGINA.

Douglas, Robert.
 Harris, Alven E.

Nield, Arthur.

Russell, Thomas C.

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AT CALGARY.

Duncan, Eldred C.	Lake, Albert A.	Skelton, Murray.
Farren, Edgar.	Livingstone, John S.	Yeomans, Lillian B.
Grimsdall, William A.	Miller, L. T.	

AT EDMONTON.

Dyer, Daniel.	Umbach, Clarence C.	William, H. R.
Poole, J. A.		

AT VANCOUVER.

Lennie, Ebenezer D.	Morgan, Edmund J.	Mallery, Arthur J.
McLeod, Jessie H.	Ogilvie, Ernest W.	

AT PORT ARTHUR.

Guerard, Alexauder.	Pariseau, R. C.
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JNO. THORBURN, M.A., LL.D.,
Chairman.
A. D. DECELLES, F.R.S.C., LL.D.,
Examiner.
J. C. GLASHAN, F.R.S.C., LL.D.,
Examiner.

Certified correct,
WM. FORAN,
Secretary to the Board.

APPENDIX 12

LIST OF CANDIDATES WHO PASSED SUCCESSFULLY IN OPTIONAL SUBJECTS AT THE CIVIL SERVICE EXAMINATION HELD IN NOVEMBER, 1906.

AT CHARLOTTETOWN.

Larkin, Maysie.....	Typewriting and stenography.
Muller, Harry E.....	Typewriting and stenography.
Rodd, Janet M.....	Stenography.

AT MONTREAL.

Crochetiere, Joseph R.....	Stenography.
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AT OTTAWA.

Barry, Sadie L.....	Typewriting.
Chartrand, Paule.....	Typewriting.
Matton, Léon.....	Typewriting.
Boyle, F. J.....	Stenography and typewriting.

AT KINGSTON.

Harold, Jessie.....	Stenography and typewriting.
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AT LONDON.

Laschinger, Mildred I.....	Typewriting.
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AT WINNIPEG.

Smith, Bertha E.....	Typewriting.
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AT CALGARY.

Yeomans, Lillian B.....	Typewriting.
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AT VANCOUVER.

Morgan, Edmund J.....	Stenography and typewriting.
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Certified correct,

WM. FORAN,
Secretary to the Board of Civil Service Examiners.

APPENDIX 13

LIST OF GRADUATES OF CANADIAN UNIVERSITIES WHO HAVE EXHIBITED THEIR DIPLOMAS TO THE BOARD AND WHO, IN CONSEQUENCE, ARE QUALIFIED FOR EMPLOYMENT IN THE PUBLIC SERVICE WITHOUT EXAMINATION.

Year.	Name.	Year.	Name.
1889.....	W. Ramstead.	1902.....	J. E. G. G. Leveille.
1889.....	A. S. Smith.....	1902.....	Louis Rousseau.
1889.....	M. Monaghan.....	1902.....	Raoul Laurier.
1890.....	Henry Brent.	1902.....	A. B. G. Lewis.
1890.....	M. Lacaille.	1902.....	Miss M. Miller.
1893.....	J. A. Valois.....	1902.....	E. W. Westover.
1894.....	Alph. Charron.	1903.....	L. W. Watson.
1894.....	A. Robert.	1903.....	J. H. Chabot.
1894.....	A. W. Beall.	1903.....	T. K. J. Doherty.
1894.....	Wm. A. Warne.	1903.....	L. Rush.
1894.....	Roger Goulet.	1903.....	Wm. F. Sparks.
1895.....	C. V. DeBrisay.	1903.....	L. R. Laverigne.
1895.....	Chs. Amiot.	1903.....	J. Lacharité.
1895.....	Jno. Francis Ran.	1903.....	A. Dugal.
1896.....	J. And. Thomas.	1903.....	A. Prenoveau.
1896.....	C. T. Sharpe.	1903.....	A. Dumas.
1896.....	A. A. O'Brien.	1904.....	F. W. Long.
1896.....	Wm. F. Kehoe.	1904.....	H. W. Bell.
1896.....	Albert H. Brown.	1904.....	H. Garneau.
1896.....	L. Sawyer.	1904.....	G. Bélanger.
1897.....	J. B. Beaulieu.	1904.....	S. J. Robertson.
1897.....	T. A. Howard.	1904.....	A. Messier.
1897.....	Albert Beauchesne.	1904.....	C. L. Fisher.
1897.....	C. N. Dalglish.	1904.....	O. Noel.
1898.....	J. Ernest Collin.	1904.....	L. R. Ostigny.
1898.....	E. A. McKay.	1905.....	P. A. David.
1898.....	T. F. Clancy.	1905.....	M. J. Williams.
1899.....	W. H. Allison.	1905.....	G. Matte.
1899.....	B. C. Cerswell.	1905.....	Miss M. E. Burnette.
1899.....	O. H. Cogswell.	1905.....	Miss M. A. McLaughlin.
1899.....	C. Hislop.	1905.....	J. W. Forbes.
1899.....	A. H. Shea.	1905.....	C. F. Gillen.
1899.....	L. J. R. Gaboury.	1905.....	H. Rheault.
1899.....	H. W. Charlton.	1905.....	C. J. Allan.
1900.....	Edwin North.	1905.....	A. Webster.
1900.....	J. N. Robertson.	1905.....	A. H. McKee.
1900.....	Jno. P. Wren.	1906.....	J. Freeland.
1900.....	Frank Leger.	1906.....	C. E. Rouleau.
1900.....	S. McEwen.	1906.....	A. D. Watson.
1900.....	A. G. Harvey.	1906.....	A. Ducharme.
1900.....	A. M. Maxiven.	1906.....	J. Ebbs.
1901.....	J. E. Pollock.	1906.....	Jas. Gray.
1901.....	J. W. Delaney.	1906.....	E. J. Leger.
1901.....	A. E. Fisher.	1906.....	J. Voaden.
1901.....	W. P. Purney.	1906.....	J. D. McLennan.
1901.....	J. Hood.	1906.....	F. S. James.
1901.....	J. O. A. G. Leveille.	1906.....	R. Miller.
1901.....	John Kerr.	1906.....	F. B. Shaver.
1901.....	C. G. Cowan.	1906.....	J. A. Deschenes.
1902.....	David Walker.	1906.....	Miss H. M. Wright.
1902.....	L. P. J. Neville.	1906.....	J. A. Transchemontagne.
1902.....	J. H. Kerr.	1906.....	J. H. Hooper.
1902.....	C. G. Cowan.	1906.....	H. F. Tufts.

